



BANKA QENDRORE E REPUBLIKËS SË KOSOVËS
CENTRALNA BANKA REPUBLIKE KOSOVA
CENTRAL BANK OF THE REPUBLIC OF KOSOVO



International Transactions Reporting System

(REPORTING INSTRUCTIONS)

Version 4.0 (ITRS)

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STATISTICS DEPARTMENT

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CONTENTS

FOREWORD	6
INTRODUCTION	8
THE PURPOSE OF ITRS.....	8
LEGAL BASE.....	8
CONFIDENTIALITY	8
DEFINITIONS	8
REPORTING REQUIREMENTS AND TIMELINES	11
REQUIREMENTS FOR BANKS	11
REPORTING REQUIREMENTS FOR CLIENTS.....	11
TIMELINESS OF RECORDING AND REPORTING TO CBK	12
BANKS' OWN TRANSACTION FORM	12
INSTRUCTIONS ON FORM COMPLETION.....	12

ANNEXES

1: PAYMENT ORDER TEMPLATE FOR COMMERCIAL BANKS	16
2: ITRS CODES WITH BRIEF DESCRIPTION	18
3. ITRS CODES WITH EXPLANATORY NOTES	30
4: COUNTRY CODES	45
5: ITRS REPORTING TEMPLATE	47

ITRS Codes

GOODS	30
<i>110 Import and export of goods</i>	30
<i>111 Merchanting</i>	30
<i>112 Nonmonetary gold</i>	30
SERVICES	30
<i>210 Manufacturing services on physical inputs owned by others</i>	30
<i>211 Maintenance and repair services</i>	30
TRANSPORT SERVICES	
<i>Passenger Services</i>	
<i>212 Air transport</i>	

213 Sea transport.....	31
214 Road and rail transport	31
FREIGHT SERVICES	31
215 Air transport	31
216 Sea transport.....	31
217 Road and rail transport	31
OTHER SUPPORTING AND AUXILIARY TRANSPORTATION SERVICES	31
218 Air transport	32
219 Sea transport.....	32
220 Road and rail transport	32
221 Pipeline transport	32
222 Electricity transmission	32
223 Postal and courier transportation services	32
TRAVEL SERVICES	32
224 Business travel	32
Personal Travel.....	32
225 Health-related purposes.....	32
226 Education-related purposes	32
227 All other purposes	33
228 Construction abroad.....	33
229 Construction in Kosovo.....	33
INSURANCE AND PENSION SERVICES	33
230 Direct insurance.....	33
231 Life insurance	33
232 Freight insurance.....	33
233 Reinsurance	33
234 Auxiliary insurance services	33
235 Pension and standardizes guaranteed services.....	33
236 Financial services	34
CHARGES FOR THE USE OF INTELLECTUAL PROPERTY.....	34
237 Proprietary rights	34
238 Licences to use and reproduce and distribute.....	34
239 Telecommunication services	34
COMPUTER SERVICES	34
240 Software development	34
241 Other-related computer services.....	34
INFORMATION SERVICES	34
242 New agency services	35
243 Other information services.....	35
PROFESSIONAL AND MANAGEMENT CONSULTING SERVICES	35
245 Legal Services	35
246 Representation, documentation, accounting, auditing, bookkeeping, and tax-related services.....	35
247 Other professional and development services.....	35
TECHNICAL, TRADE-RELATED, AND OTHER BUSINESS SERVICES	35
248 Architectural, engineering, and other technical services.....	35
249 Waste treatment and depollution, agricultural, and mining services	36
250 Other trade-related business services	36

251 Operating leasing.....	36
PERSONAL, CULTURAL, AND RELATED SERVICES	36
252 Audiovisual and related services	36
253 Other personal, cultural, and recreational services	36
GOVERNMENT GOODS AND SERVICES.....	36
254 Embassies and consulates.....	36
255 Military units and agencies.....	36
256 Other government goods and services	36
INCOME	37
310 Dividends and withdrawals.....	37
311 Investment income on equity and investment fund shares (portfolio investment)	37
312 Interest	37
313 Taxes and subsidies on production	37
314 Taxes on income, wealth.....	37
315 Rent.....	37
REMITTANCES AND TRANSFERS TO NPISHS	37
316 Compensation of employees.....	37
317 Social benefits related with pension funds and social security	38
318 Social contributions to pension schemes and social security schemes	38
319 Personal transfers.....	38
320 Lotteries and other gambling.....	38
321 Transfers through money transfer operators not included above	38
322 Funds sent by individuals for depositing in own bank account.....	38
323 Non-life insurance premiums and claims (insurer and insured).....	38
324 Other miscellaneous transfers	38
CURRENT INTERNATIONAL COOPERATION.....	39
FOREIGN DEVELOPMENT ASSISTANCE BETWEEN THE GOVERNMENTS.....	39
410 Current transfers and technical assistance.....	39
411 Capital transfers (large investment grants)	39
412 Transfers to NPISHs	39
413 Contributions paid to international organizations.....	39
414 Other	39
PRODUCED AND NON-PRODUCED, NON-FINANCIAL ASSETS	39
510 Cryptocurrencies (Bitcoin & similar crypto assets).....	39
512 Disposals of nonproduced nonfinancial assets (receipts).....	40
513 Acquisitions of nonproduced nonfinancial assets (payments)	40
DIRECT INVESTMENT	40
DIRECT INVESTMENT ABROAD	40
610 Purchase of real estate abroad	40
611 DI from Kosovo invests in direct investment enterprise (DIE) abroad (Foreign Direct Investment).....	40
612 Reverse investments (DIE abroad acquiring equity in its DI in Kosovo)	40
613 Between fellow enterprises (acquiring equity).....	40
DEBT INSTRUMENTS (INTER-COMPANY LENDING).....	41

614 <i>DI from Kosovo provides a loan or trade credit to its DIE abroad</i>	41
616 <i>Between fellow enterprises (acquiring debt instruments)</i>	41
DIRECT INVESTMENT IN KOSOVO	41
EQUITY	41
617 <i>Investment by migrants in real estate</i>	41
618 <i>Investment by all other nonresidents in real estate in Kosovo</i>	41
619 <i>DI abroad invests in the DIE in Kosovo</i>	41
620 <i>Reverse investments</i>	41
621 <i>Between fellow enterprises (acquiring equity)</i>	42
DEBT INSTRUMENTS	42
622 <i>DI abroad provides a loan or trade credit to its DIE in Kosovo</i>	42
623 <i>Reverse investments (DI acquiring loan in it DIE abroad)</i>	42
624 <i>Between fellow enterprises (acquiring debt instruments)</i>	42
PORTFOLIO INVESTMENT	42
710 <i>Equity listed shares</i>	42
711 <i>Equity unlisted shares (private equity/venture capital)</i>	42
713 <i>Long-term debt securities (more than one year)</i>	43
714 <i>Short-term debt securities (1 year or less)</i>	43
FINANCIAL DERIVATIVES	43
810 <i>Forwards</i>	43
812 <i>Options, futures, warrants, swaps, etc</i>	43
OTHER INVESTMENTS	43
910 <i>Equities not part of DI and PI</i>	43
911 <i>Deposits</i>	43
912 <i>Loans, long-term</i>	43
913 <i>Loans, short-term</i>	43
914 <i>Other accounts receivable/payable</i>	44
RESERVE ASSETS	44
101 <i>Monetary gold</i>	44
102 <i>Special Drawing Rights (SDR)</i>	44
103 <i>Reserve position in the IMF</i>	44
104 <i>Deposits</i>	44
105 <i>Securities</i>	44
106 <i>Other claims</i>	44

FOREWORD

Compilation of Balance of Payments statistics, which are qualitative, comprehensive and credible, is essential in creating policies from Kosovar authorities with the purpose of establishing strong foundations for a sustainable development. Publishing statistics of high quality provides valuable information for the private sector, foreign investors, evaluation agencies and the public. Central Bank of the Republic of Kosovo (CBK) has been working in establishing an efficient system for collecting data and publishing statistics for Kosovo's economy. Balance of Payment statistics are compiled by the CBK from 2004, with one of the main sources of information being the report of international payments from local banks, known as the International Transactions Reporting System (ITRS). This report was implemented for the first time by the CBK and commercial banks in 2005, and was updated twice.

It is my pleasure to present the fourth edition of the International Transactions Reporting System (ITRS), which addresses important developments in international economy, as compared to the third edition. These Reporting instructions have been prepared from the Department of Statistics based on international standards recommended by the International Monetary Fund (IMF) and Eurostat. The elaborated concepts in these ITRS Instructions are in harmony with the Manual of Balance of Payments and International Investment Position (IIP), sixth edition (2009), as well as with the accompanying document of this manual, the BMP6 Guide. Thus, additional information on international payments are available in these documents produced by the IMF. A draft of Reporting instructions was discussed with commercial banks for feedback. I would like to thank all bank representatives involved in the process, for their valuable help and collaborative attitude.

ITRS Reporting Instructions' main purpose is to serve to reporters and users of Balance of Payments statistics, by providing instructions for collecting information for reporting purposes. These Reporting instructions include Reporting forms, which are obligatory for all commercial banks licensed by the CBK. This legal aspect has been regulated with the Law on Central Bank of the Republic of Kosovo, No. 03/L-209 and elaborated more specifically with the Regulation for Balance of Payments Statistics and International Investment Position by the CBK Board of directors, in a meeting held on December 26, 2013.

I urge commercial banks operating in Kosovo to adopt the guidelines carried out with the "ITRS Reporting Instructions, version 4" and begin Reporting in accordance with these instructions, starting from March 2020. CBK will publish ITRS Reporting Instructions in the CBK website, in hopes that it will be helpful to banks and their efforts to ensure the necessary information from their clients, and in high quality.

Lulzim Ismajli

Deputy governor

Central Bank of the Republic of Kosovo

1. INTRODUCTION

1.1 The purpose of ITRS

1. International Transactions Reporting System Reporting Guide is a document which offers clear instructions with regards to recording transactions performed from commercial banks in Kosovo and reported to the CBK. This version of the manual is aligned with recommendations offered by the International Monetary Fund (IMF) through their *Sixth Ediciton of the Balance of Payments and International Investment Position Manual* (BPM6), as well as best practice examples from other countries.

2. International Transaction Reporting System (ITRS) is an institutional framework for collecting information with regards to international transactions. The aim of data collection is compilation of Balance of Payments (BOP) for Kosovo. BOP is a statistical overview that systematically summarizes economic transactions of a country with other countries of the world during a certain period. The BOP comprises several categories including goods and services, primary income, secondary income, capital account, and financial account. BOP statistics are published on a monthly basis in the CBK website.

1.2 Legal base

3. ITRS has been developed in accordance with the Kosovo law. No. 03/L-074 “On the Central Bank of the Republic of Kosovo”. More specifically, Article 6 under *Rule of Balance of Payments Statistics and International Invesment Position obliges commercial banks in Kosovo to report the ITRS to the CBK Department of Statistics*. According to this legal base, all physical and legal persons selected by CBK are obliged to offer the required information from CBK for statistcal needs. Reporters are obliged to offer required information by CBK for compilation of BOP statistics for Kosovo. Furthermore, the same Article specifies different types of statistical reports that need to be submitted to CBK.

1.3 Confidentiality

4. CBK ensures reporters on full protection of their reported information through ITRS, including organizational, physical, as well as technological protection of data. This information is used only for compiling BOP statistics in Kosovo and published only in aggregate form, without identifying characteristics of banks or their clients. Individual data collected will not be passed on to any other party, including tax authorities.

2. DEFINITIONS

5. The methodology and concepts described in this guideline for reporting are consistent with *BPM6*¹. This consistency is in a close relationship with other different macroeconomic statistical systems, including the System of National Accounts 2008 (2008 SNA).

6. **Residents** are *legal entities* registered and operating in Kosovo (except international and foreign liaison offices located in Kosovo, including KFOR, UNMIK and EULEX); and *individuals* whose residence is located in Kosovo and who do not leave Kosovo for a period exceeding one year (except diplomatic staff, students and medical patients).

7. **Residency of institutional units** is set based on a strong connection of the unit with the operating country, expressed as center of dominating economic interest. In Kosovo, there are two main types of institutional units:

- a. Households -individuals, or groups of people and

¹ BPM6 Manual can be downloaded from this link: <https://www.imf.org/external/pubs/ft/bop/2007/pdf/bpm6.pdf>

- b. Corporations, non-profit organizations, as well as governmental units

8. **An institutional unit** is considered a resident in Kosovo if it possesses a house/apartment, a location used for production, or another building inside the territory of Kosovo in/from which the unit is engaged in economic activities and transactions of a larger scale for a defined or undefined but lengthy time period. Actual or intended location for one year or more is used as an operational definition; although the choice of one year as a specific period is somewhat arbitrary, it is adopted to avoid uncertainty and facilitate international consistency. Household residency is specified based on center of dominating economic interest of its members. Also, residency of individuals is specified from the household economy they belong to, and not from place of work. Exception to this rule include diplomatic staff, students, and medical patients- which may reside for a year or longer in other countries do not change residency/citizenship. All members of a family share the same residency. Each institutional unit is considered a resident of one and only one economic territory defined from its center of dominating economic interest. Corporations and non-profit institutions are expected to have a center of economic interest in the economy where they are legally registered and constituted.

9. **Non-residents** are *legal entities* registered abroad or *legal persons* whose permanent residence is outside the territory of Kosovo (as instruction can be used the rule one year or more but not as an unchanged rule: e.g. diplomatic staff students and medical patients remain residents of Kosovo, although the duration of their stay abroad is a year or more). Branches and subsidiaries of Kosovo enterprises abroad are non-resident. Foreign Liaison offices and representatives located in Kosovo are not resident, as well as international organizations in Kosovo, including KFOR, UNMIK and EULEX. Diplomats, military personnel, and other foreign employees in such organizations as well as members of their families, who live in Kosovo and enjoy diplomatic immunity and privileges are not residents of Kosovo.

10. **Travelers** are considered individuals who stay abroad for less than a year. Excluding individuals (a) traveling in order to work on a military base, embassy or other government agencies; (b) who accompany or remain to be directly under dependence of the individuals in category mentioned under (a); and (c) those who travel to be directly engaged in any productive activity for a company resident outside of the country's economy. One-year period does not apply to students and patients who receive health care services, so that all their costs, including those for education and health, should be recorded under the item '*travel expenses*.'

11. A **transaction** comprises of an interaction between two institutional units achieved through a mutual agreement or through law and includes a transfer or exchange of value. Registered transactions in the balance of payments include transactions between resident and nonresident institutional units. In order to specify if a transaction needs to be reported to CBK through ITRS, the compiler should be aware of the identity of both parties involved in the transaction (the resident and nonresident party). External transactions can be particular or bundling.

12. A **particular transaction** includes payments performed for one purpose only and thus, only one code applies for classifying them, as according to Annex 2. This implies no netting or further adjustments (repayment to the other party involved in transaction). For instance, payment for import of goods constitutes a particular transaction (applied by code 110), as it is performed for one purpose only: import of goods.

13. A **bundling transaction** includes payments performed for multiple purposes and thus, more than one code applies. For instance, repayment of loans may include 1) payment of principal amount, 2) payment of interest and 3) bank transfer fee. This type of transaction constitutes a bundling transaction. In this case, code 912 applies to payment of the principal amount, while code 312 applies to payment of interest. If a payment abroad includes elements whose purpose changes, then each element will be treated/recorded as a separate payment abroad.

14. A **nonresident direct investor (DI)** is a nonresident entity (or a joint group of nonresidents) which possess a share of 10% or more in a foreign company. A company may have more than one direct investor and they may be from different countries. Being considered a direct investor does not require having the largest share of ownership. A direct investor may be an individual, a private or public enterprise, an associated group of individuals or enterprises, government or governmental agency; or another organization which owns the enterprise from direct investment, in another economy other than the one where they are considered resident.

15. **Direct Investment Enterprise (DIE)** includes an enterprise established in an economy and which includes a nonresident investor who owns, either directly or indirectly, 10% of voting authority. DIE can be:
- Associate enterprises in which one resident investor owns between 10 and 50% of shares;
 - Subsidiary enterprises in which a direct investor owns more than 50% of shares;
 - Branches-enterprises in which a direct investor owns 100% of shares.
16. **Fellow enterprises** include companies which are resident in other countries, have a direct investment relationship with one another (e.g. have a common direct/indirect investor), but none of these companies are direct investors in another company.
17. **Other Depository Corporations** (here in after "Banks") are resident financial corporations and quasi-corporations, including commercial banks and excluding CBK, whose main activity is financial intermediation. **Bank client** can be a non-financial company, bank, non-profit institution serving households (NPISH), governmental units, including social security and pension funds, individuals etc.
18. **Enterprise** is an institutional unit with the capacity of producing of goods or services. An enterprise can be a corporation, quasi-corporation, or a not incorporated enterprise.
19. **Monetary Authority** is the Central Bank of the Republic of Kosovo (CBK).
20. **General government** consists of all government institutions (Parliament, Ministries and their departments, Courts, Municipalities, etc.).
21. **Bank ID** shows bank identification number. Marked by a 2-digit numeric code, assigned pursuant to CBK rules and regulations.
22. **Date of transaction** is the date on which the transaction takes place, e.g. date when a customer's account is debited or credited.
23. **Resident clients** are *legal entities* registered and operating in Kosovo, as well as *individuals* whose residence is located in Kosovo and who do not leave Kosovo for a period exceeding one year (refer to page 7, par.6 for a detailed definition).
24. **Register number** is an alphanumeric code required for resident clients. The code is specified as follows:
- Unique identification number** is an alphanumeric code applicable for business entities and financial institutions and is required by the Kosovo Business Registration Agency (KBRA) in the Ministry of Trade and Industry.
 - Register number for non-governmental organizations** is an alphanumeric code which always starts with 5, is applicable for NGOs and is assigned by the Department of Registration Services in the Ministry of Public Administration.
 - Identification code** is a code which always starts with 9, is applicable for government institutions (central or local), and is defined by the Tax Administration of Kosovo. If a full code is not available, it should be reported as identification code "90000000".
 - Identification code for individuals** is always defined by "10000000."
25. **Non-resident clients** are legal entities registered abroad or legal persons whose permanent residence is outside the territory of Kosovo (refer to page 9, par.9 for a detailed description).
26. **Foreign currency code** is the currency code Alfa, a 3-digit code in accordance with Annex 4 (Codes of countries and currencies), which is based on ISO 4217 with regard to the names of currencies and the code elements.²

² International Standards Organization (http://www.iso.org/iso/support/currency_codes_list-1.htm).

27. **Country code** is a 2-digit code in accordance with Annex 4 (Codes of countries and currencies), and is based on ISO 3166 in conformity with relevant international standards.³

28. **Other parties to the transaction** (counterparties) are non-resident clients.

29. **Counterparty code** is a combined code of the other party to the transaction, and defined as follows:

Code	Name
10	A resident;
20	A non-resident, except UNMIK, EULEX or KFOR;
22	UNMIK (United Nations Interim Administration Mission in Kosovo);
23	EULEX (European Union Rule of Law Mission in Kosovo);
24	KFOR.

30. **ITRS code** is a 3-digit numeric code which enables the determination of the scope of foreign payment and shows the main indication needed for the development of BOP. For more information on ITRS code, see Annex 2 (ITRS codes) and Annex 4.

31. **Transaction description** is a description of the type of goods or services, transfers or transactions in financial claims or liabilities, which carries out or receives a payment outside. Transaction description is vital for proper categorization of transactions in the Balance of Payments of a country.

3. REPORTING REQUIREMENTS AND TIMELINES

3.1 Requirements for banks

32. Banks in Kosovo shall develop and report to the CBK data on incoming and outgoing transactions of the (1) bank itself and (2) bank customers. Reporting should be done in accordance with these guidelines. ITRS report contains the following forms:

Form 1	Banks' own transactions;
Form 2	Banks' clients transactions greater than or equal to 10,000 Eur;
Form 4	Banks' clients transactions less than 10,000 Eur;
Form 5	Bank's clients transactions with bank cards

33. Data collection is first performed by the bank client and/or bank staff based on information/documents provided by the client, through a payment order (for more details, refer to Bank Payment Order, page 12). Completed report forms shall be submitted to CBK.

34. ITRS report shall be submitted electronically in accordance with specified forms. The electronic version should include all specified forms. The report should be sent from authorized persons of reporting bank. Electronic reporting means the report is signed and sealed from authorized persons from the reporting bank.

3.2 Reporting requirements for clients

35. To ensure reporting from bank clients with regards to external payments, necessary information for purposes of ITRS include the following:

³ International Standards Organization (http://www.iso.org/iso/english_country_names_and_code_elements).

Transaction order:

- a. Name of resident party involved in transaction.
- b. Register number of the resident party involved in transaction
- c. Name of non-resident party involved in transaction
- d. Country code of the non-resident party involved in transaction
- e. Transaction code
- f. Transaction description, and
- g. Transaction amount

36. For incoming transactions, banks should acquire necessary information from bank clients who comprise the beneficiary in the transaction being reported to the CBK. If the collected information is not complete for ITRS, the bank must contact the client to provide additional explanation regarding the transaction.

3.3 Timeliness of Recording and Reporting to CBK

37. ITRS report should be submitted to CBK from commercial banks on a monthly basis no further than then the 15th of the month following referring period.

38. Transactions should be reported individually, rather than aggregated. This implies that every payment should be reported as a particular transaction in the ITRS Report to be submitted from commercial banks to CBK.

39. In case of discrepancies noticed by CBK staff in reported data, the commercial bank must provide the necessary additional information required. Questions regarding ITRS Reporting Guidelines, including interpretation and additional clarifications should be addressed to the Department of Statistics at the CBK. Addition information required should be sent to CBK no later than 5 working days after the request is made from CBK staff.

REPORTING BANK TRANSACTIONS (Form 1)

3.4 Banks' own transaction form

Form 1 collects data on bank transactions by non-residents. Each transaction should be reported as a separate registration/entry. Bank transactions in goods, services, transfers, direct investment, and securities should be reported to Form 1 as specific registrations/entries. Transactions in other investments (i.e investments in deposits abroad or borrowing from abroad) shall be reported as the difference between initial and final state of the reporting period. In the absence of space on the form, additional lines may be added. It is important to attach additional information if necessary so that transaction description is clear. Instructions on form completion.

3.5 Instructions on form completion

Reporting date/period for transactions under parts A to F shall be entered in the format dd / mm / yyyy (e.g. 31/01/2020), while transactions under part G to H shall be written in the format mmm/yyyy (e.g Jan/2020);

Serial number is a 3-digit code associated to the transaction. Number 001 should be the first number, and this number increases by 1 for each subsequent transaction;

ITRS code represents the coding necessary for the compilation of BOP statistics based on Annex 2 (ITRS codes). If a bank can not locate the relevant ITRS code, responsible staff of the bank shall contact the Statistics Department for help, or mark code 999. In such cases a detailed description shall be given under "Description of the Transaction";

Transaction Description should contain sufficient information so that the transaction code can be verified;

Payments represent the value of outgoing transactions, e.g payments for import of goods, for import of services, interest payments, dividends, etc.;

Receipts represent the value of incoming transactions, e.g receipts for export of goods, exports of services, admissions on behalf of the interest, dividends, etc..;

Counterparty code is a combined code of the other party in the transaction defined in paragraph 29.

Country code is the abbreviation of the name of the Country in accordance with Annex 4.

Form 1: Banks' own transactions

Central Bank of the Republic of Kosovo										
Form 1- Banks' own transactions										
Number	Transaction date	Reference Number	Non-resident Name	ISIN Code	Country code	ITRS code	Internal ITRS code	Transaction Description	Payment	Receipt

BANKS' CLIENTS TRANSACTIONS (Form 2 and Form 3)

3.1. Reporting requirements

Banks' clients transactions are reported in two forms: Form 2 $\geq 10,000$ and Form 3 $<10,000$. The former ($\geq 10,000$) systematically compiles information on bank clients transactions in value of 10,000 euros or more, while the latter form ($<10,000$) includes transactions in value of less than 10,000 euros. Transactions in non-euro currencies shall be converted into euro currency at the rate applying on the transaction date. In the electronic form, in the absence of space, additional lines may be added. Following the instructions on form completion, template forms are provided for guidance.

3.2. Instructions on form completion

Serial number is a 4-digit code associated to the transaction. Number 0001 should be the first number, and this number increases by 1 for each subsequent transaction;

Date of transaction is a 4-digit numbers and should be written in the format dd/mm/yy;

Reference number as the transaction reference number used by the bank;

Bank code is the same with Bank ID;

Resident client name represents the name of a Kosovo resident client, which may be prescriptive or receiver;

Register number is an 8-digit code to identify the resident client. For more see the definition of "register number" at "Terms and Definitions";

Name of non-resident client represents the name of the client abroad who may be prescriptive or receiver;

Counterparty code is a combined code of the other party in the transaction defined in paragraph 25.

Country code is the abbreviation of the name of the Country in accordance with Annex 4;

ITRS code should be in accordance with Annex 2. This Code is defined by the bank for transactions of 10,000 euros or more. For transactions of less than 10,000 euro, ITRS code is defined by CBK;

Internal code of ITRS is defined by CBK staff and used to identify the best possible mistakes that are often repeated during the reporting;

Transaction Description in the case of transactions of 10,000 euro or more description shall be detailed and such that the transaction code can be verified. For transactions of less than 10,000 euros, crude description is given as it is recorded in the Payment Order on the occasion of the initiation of the transaction;

Payments represent the value of outgoing transactions, e.g payments for import of goods, for import of services, interest payments, dividends, etc.;

Receipts represent the value of incoming transactions, e.g receipts for export of goods, exports of services, admissions on behalf of the interest, dividends, etc.;

Form 2 and 3 - Banks' Clients Transactions ($\geq 10,000$ Eur and $< 10,000$)

Central Bank of the Republic of Kosovo													
Form 2 - Bank's clients transactions $\geq 10,000$													
Number	Transaction date	Reference Number	Bank code	Resident Name	Register number	Non-resident Name	Other party's code	Country code	ITRS code	Internal ITRS code	Transaction Description	Payment	Receipt

4. BANKS' CLIENTS TRANSACTIONS WITH WITH BANK CARDS (Form 4)

4.1. Reporting requirements

Transactions of bank clients made with debit and credit cards are reported on Form 4. Different from previous forms, Form 4 contains reported payments and withdrawals made by customers using bank cards. Transactions in non-euro currencies shall be converted into the euro currency based on the currency rate applied on the date of transaction. In the absence of space in form, additional lines can be added. Payments include sum of payments/withdrawals using Kosovar bank cards abroad, while receipts include sum of payments/withdrawals from individuals using foreign bank cards in Kosovo. Following the instructions on form completion, template forms are provided for guidance.

4.2. Instructions on form completion

Serial number is a 4-digit code associated to the transaction. Number 0001 should be the first number, and this number increases by 1 for each subsequent transaction;

Date of transaction should be written in the format dd / mm / yy;

Bank code is the same with Bank ID;

Name of the client represents the name of the client, which uses a debit or credit card;

Residence is marked with a code of residence for Kosovo bank clients. Residents should be noted with code 1 and non-residents who own Kosovo bank cards should be note with code 2;

Transaction Type must be marked as "withdrawal" when the card is used to withdraw money from an ATM machine and must be marked as "free" when payment is made.

Country code shall be a double-digit code in accordance with Annex 4;

Country name shall also be in accordance with Annex 4;

Receipts represent the ammount of payments/withdrawal in Kosovo from customers using foreign bank cards.

Form 4- Banks' Clients Transactions with Bank Cards

Central Bank of the Republic of Kosovo											
Form 4 – Banks' clients transactions with bank cards											
Number	Transaction date	Bank code	Resident Name	Residence	Transaction type	Country code	Country name	Terminal ID	Terminal location	Payment	Receipt

Annex 1: PAYMENT ORDER TEMPLATE FOR COMMERCIAL BANKS

Any individual, company or public authority in Kosovo may perform or accept payments from nonresidents without restrictions or official authorization. However, for these external payments made or received by non-residents certain rules apply with regards to statistical purposes. Statistics collected by the CBK for compiling the balance of payments of Kosovo are regulated by law. Therefore, there is a legal obligation upon which customers shall provide such information. CBK guarantees full confidentiality on data provided by these forms. Individual data collected will not pass into other parties and they will be shown aggregated and with no identifiable characteristics.

Outgoing foreign payments that must be reported include payments made by bank from residents of Kosovo to non-residents, or residents abroad (including transfers to the payer's own account in a non-resident bank); and payments made by residents to non-residents in Kosovo, including KFOR, UNMIK, EULEX, etc.

Transactions that are not required to be reported are payments between non-residents and payments between residents within Kosovo.

Responses to questions of Payment Order must be written clearly and it is recommended that a copy be retained by the person or company that fills it out.

The template below contains mandatory fields for every Payment Order applied by commercial banks in Kosovo. Banks may have different Payment Order forms, but all these forms should contain the following fields:

1. Transaction date
2. Reference number
3. Name of Resident Client
4. Register number of Resident Client
5. Name of Nonresident Client
6. Code of Nonresident Client
7. Country code
8. ITRS Code
9. Description of transaction
10. Value

These fields are incorporated in the template payment order below.

INTERNATIONAL PAYMENT ORDER / URDHËR PAGESË NDËRKOMBËTARE

Bank logo

Reference number
20: Ref.: _____
Form No: _____

50: Ordering Customer Details / Të dhënat mbi Urdhëruesin

Account No.: Nr. i llogarisë:	ID No. or Registration No.: Nr. i ID-së ose Regjistrimit të Firmës:
Name: Emri:	Country: Shteti: Kosove
Address: Adresa:	

Ordering customer, usually resident
Register number for resident client
Country

59: Beneficiary Details / Të dhënat mbi Përfutuesin

Account No.: Nr. i llogarisë:	ID No. or Registration No.: Nr. i ID-së ose Regjistrimit të Firmës:
Name: Emri:	Country: Shteti:
Address: Adresa:	

Beneficiary customer, usually non-resident

56: Intermediary Bank Details / Të dhënat mbi Bankën ndërmjetësuese

SWIFT Code: Kodi SWIFT:	Kodi i bankës:
Name: Emri:	

57: Beneficiary's Account with Institution details / Të dhënat mbi Llogarinë e Bankës së Përfutuesit

SWIFT Code: Kodi SWIFT:	Kodi i bankës:
Name: Emri:	
Address/Adresa:	
Country: Shteti:	

32A: Transfer Amount / Shuma e transferimit

Currency: Valuta:	Amount: Shuma:	Exchange Rate/ Kursi i këmbimit:
Amount in words: Shuma me fjalë:		

70: Payment Details / Të dhënat mbi pagesën

71A: Charges / Tarifat

Third Party Charges/Tarifat e palëve të treta	OUR/Urdhëruesi	SHA/Përbashkët
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
Bank Charge/Tarifa e Bankës	Total Amount/ Gjithsejt Vlera:	

Non-resident code
Other party's country code/ Kodi i palës tjetër
Country code

Client declaration if payment is based on document:

Documents presented: Dokumentet e prezantuara:	Document References/ Referencat e dokumentit	Amount/ Shuma	Date/ Data

Nuk ka Dokument:
 UNMIK/EULEX
 KFOR
 Resident
 Non-resident

Please complete this form for payments of **10,000.00** Euros or more, or equivalent in other currencies. Ju lutemi të plotësoni tabelën në poshtë për pagesat 10,000.00 euro e më shumë, apo ekuivalente në valutat

Transaction Code/Kodi i Transakcionit	Description of the transaction / Përshkrimi i Transakcionit	Amount/Shuma (Fill out, if amount is split / shuma is split)

Transaction Date
TRRS code
transaction description
Amount

Additional details on underlying nature of the transaction, including further amounts if applicable - Të dhëna të tjera për natyrën nënkuptuese të transaksionit, shumat tjera nëse ekzistojnë.

Customer Declaration / Deklarata e klientit
 Kjo formë është urdhër transferi, jo vërtetim i transferit. Duke dhënë nënshkrimin tim, unë kërkoj nga banka të ekzekutojë urdhërin e transferit të parave në pajtim me Kushtet dhe Termat e Përgjithshme të TEB SH.A. Urdhëri transferi do të ekzekutohet vetëm dhe nëse informacioni që unë kam dhënë është i saktë dhe i kompletuar, ka fonde të mjaftueshme në llogarinë time që banka të procesojë urdhërin e transferit dhe unë nuk kam kërkuar në ndërkohë të anulohet urdhëri transferi i dhënë. Me këtë unë pajtohem dhe jap pëlqimin tim që banka mund të kolektojë nga llogaria ime shumën e transferit dhe të gjitha tarifat dhe shpenzimet e nevojshme. Në rast të anulimit të urdhërit transferi të parave si rezultat i informacionit të gabuar nga ana ime ose mangësive të fondeve, banka mund të vendosë një tarifë për anulimin e pagesës dhe mund të vendosë një tarifë për çdo lloj humbjeje në karrin vebkuar të huaj që mund të ndodhë si rezultat i përpjekjes për të dërguar pagesën në emrin tim.
 This form is transfer order, not the proof of transaction. By signing, I request to the bank to execute the money transfer order pursuant to the General Terms and Conditions. The transfer order shall be executed only and if the information I have provided is accurate and complete, there are sufficient funds in my account for the bank to process the transfer order and I have not requested in meantime to cancel the transfer order.
 I hereby agree and consent that the bank may debit from my account transfer amount and all related fees and charges.

Annex 2: ITRS Codes with brief description

Code	Account	Brief description with examples
	1. GOODS	
110	Import and export of goods	Purchase/sale of goods. Import includes purchases of goods (such as books) from nonresidents; Export includes sales of goods (such as books) to nonresidents.
111	Merchandising	Merchandising is defined as the purchase of goods by a resident (of the compiling economy) from a non-resident, combined with the subsequent resale of the same goods to another non-resident without the goods being present in the compiling economy.
112	Nonmonetary gold	Gold powder, and gold in other unwrought or semi manufactured forms.
	2. SERVICES	
210	Manufacturing services on physical inputs owned by others	Processing, assembly, labelling, packing, and other such processes undertaken by enterprises that do not own the physical inputs concerned. Only the fee (the manufacturing service) charged by the enterprise undertaking the manufacturing service is included under this item.
211	Maintenance and repair services	Maintenance and repair work by residents on goods that are owned by nonresidents (and vice versa). The repairs may be performed at the site of the repairer or elsewhere. Repairs and maintenance on ships, aircraft, and other transport equipment are also included in this item.
	TRANSPORT SERVICES	
	PASSENGER SERVICES	
212	Air transport	Payments and receipts related to services provided for passengers through air transport. For e.g, ticket sales, revenue earned and similar.
213	Sea transport	Payments and receipts related to services provided for passengers through sea transport. For e.g, ticket sales ,revenue earned and similar.
214	Road and rail	Payments and receipts related to services provided for passengers through road and rail transport. For e.g, ticket sales ,revenue earned and similar.

	FREIGHT SERVICES (THE CARRIAGE OF GOODS)	
215	Air transport	Carriage of goods through air transport.
216	Sea transport	Carriage of goods through sea transport.
217	Road and rail	Carriage of goods through road and rail transport.
	OTHER SUPPORTING AND AUXILIARY TRANSPORTATION SERVICES	
218	Air transport	Pilotage and navigational aid for carriers, air traffic control, cleaning performed in ports and airports on transport equipment, salvage operations, and agents' fees associated with passenger and freight transport.
219	Sea transport	Cargo handling charges billed separately from freight, storage and warehousing, packing and repackaging, towing not included in freight services related to sea transport.
220	Road and rail	Services related to road and rail transport.
221	Pipeline transport	Transport of goods through pipelines.
222	Electricity transmission	Transmission of electricity. Sale/acquisition of electricity is recorded under import/export and not included in this item.
223	Postal and courier transportation services	Pickup, transport, and delivery of letters, newspapers, periodicals, brochures, other printed matter, parcels, and packages. They also include post office counter services, such as sales of stamps and mailbox rental services. Courier services include express and door-to-door delivery.
	TRAVEL SERVICES	
224	Business travel	Goods and services acquired for personal use by persons whose primary purpose of travel is for business. E.g. include during conferences, trainings and similar.

	PERSONAL TRAVEL	
225	Health related purposes	Personal travel for health purposes includes health-related services (e.g., medical services, other health care, and food, and accommodation, local transport, acquired by those traveling for medical reasons).
226	Education related purposes	Personal travel for educational purposes includes education-related services (e.g., tuition, food, and accommodation, and local transport, health services, acquired by nonresident students).
227	Other travel services	Purchasing goods abroad, local transport services, accommodation services, and food-serving services.
	CONSTRUCTION	
228	Construction abroad	Construction work for nonresidents by enterprises resident in the compiling economy (credit), and the goods and services acquired from the economy in which the construction activity is being undertaken by these enterprises (debit).
229	Construction in Kosovo	Construction work for residents of the compiling economy by nonresident construction enterprises (debit), and (b) the goods and services acquired in the compiling economy from resident enterprises by these nonresident construction enterprises (credit).
	INSURANCE AND PENSION SERVICES	
230	Direct insurance	Between an insurance company and the public. It does not include insurance agents or brokers.
231	Life insurance	Life insurance involves a stream of payments by the policyholder in return for a lump sum at the end of the policy.
232	Freight insurance	Freight insurance premiums payable on international traded goods before they reach the customs frontier of the economy of the exporter are included in the FOB price of the good. Freight insurance premiums payable subsequent to the goods leaving the customs frontier of the exporter's economy are treated as payable by the importer.
233	Reinsurance	Insurance where both parties to the policy are providers of insurance services.
234	Auxiliary insurance services	Agents' commissions, insurance brokering and agency services, insurance and pension consultancy services, evaluation and loss adjustment services, actuarial services, salvage administration services, and regulatory and monitoring services on indemnities and recovery services.
235	Pension and standardized guaranteed services	Pension services: Extent of financial claims both existing and future pensioners hold against either their employer or a fund designated by the employer to pay pensions earned as part of a compensation agreement between the employer and employee.

		Standardized guarantees: are not provided by means of a financial derivative (such as credit default swaps), but for which the probability of default can be well established.
	FINANCIAL SERVICES	
236	Financial services	Deposit taking and lending, credit card services, commissions and charges related to financial leasing or similar; financial advisory services, financial asset management, liquidity provision services, merger and acquisition services, credit rating services, stock exchange services, and trust services.
	CHARGES FOR THE USE OF INTELLECTUAL PROPERTY	
237	Proprietary rights	Patents, trademarks, copyrights, industrial processes and designs including trade secrets, franchises.
238	Licenses to Use and Reproduce and Distribute	Copyrights on books and manuscripts, computer software, cinematographic works, and sound recordings) and related rights (such as for live performances and television, cable, or satellite broadcast).
239	Telecommunication services	Broadcast or transmission of sound, images, data, or other information by telephone, telegram, radio and television and electronic mail. Also included are mobile telecommunications services, Internet backbone services, and online access services, including provision of access to the Internet.
	COMPUTER SERVICES	
240	Software development	Software consultancy and implementation, analysis, design, and programming development; production, supply, and documentation of customized software.
241	Other computer services	Data-processing services, web page hosting, development and management of databases, and dissemination of data.
	INFORMATION SERVICES	
242	New agency services	Provision of news, photographs, and articles to the media. Also included are direct non-bulk subscriptions to newspapers and periodicals and other online content provision services.

243	Other information services	Database conception, data storage, and the dissemination of data and databases (including directories and mailing lists), both online and through magnetic, optical, or printed media; and web search portals).
	OTHER BUSINESS SERVICES	
244	Research and development services	Basic research, applied research, and experimental development of new products and processes.
	PROFESSIONAL AND MANAGEMENT CONSULTING SERVICES	
245	Legal services	Legal services provided by lawyers or law companies.
246	Representation, documentation, accounting, auditing, bookkeeping, and tax-related services	Representation, documentation, accounting, auditing, bookkeeping, as well as tax-related or similar services.
247	Other professional and development services	Planning, organization, cost projecting, human resource management; public relations, advertising services; trade fair exhibition services; market research; and public opinion polling services
	TECHNICAL, TRADE-RELATED, AND OTHER BUSINESS SERVICES	
248	Architectural, engineering, and other technical services;	Architectural, engineering, and other technical services
249	Waste treatment and depollution, agricultural, and mining services	Waste treatment and depollution, agricultural, and mining services

250	Other trade-related business services	Commissions on goods and service transactions payable to merchants, commodity brokers, dealers, auctioneers, and commission agents. For example, these services include the auctioneer's fee or agent's commission on sales of ships, aircraft, and other goods.
251	Operating Leasing	Renting out produced assets under arrangements that provide use of a tangible asset to the lessee, but do not involve the transfer of the bulk of risks and rewards of ownership to the lessee.
	PERSONAL, CULTURAL, AND RECREATIONAL SERVICES	
252	Audiovisual and related services	Production of motion pictures (on film, videotape, disk, or transmitted electronically, etc.), radio and television programs (live or on tape), and musical recordings.
253	Other personal, cultural, and recreational services	Include payments for health services, education services, and others during travel for recreational purposes.
	GOVERNMENT GOODS AND SERVICES N.I.E.	
254	Embassies and consulates	Goods and services supplied by and to embassies. It also includes goods and services acquired from the host economy by diplomats and consular staff located abroad and their dependents.
255	Military units and agencies	Goods and services supplied by and to military bases and international organizational. It also includes good ans services acquired from the host economy by military personnel located abroad and their dependents
256	Other government goods and services n.i.e.	Services supplied by and to governments and not included in other categories of services.
	3. INCOME	
310	Dividends and withdrawals	Distributed earnings allocated to the owners of equity for placing funds at the disposal of corporations.
311	Investment income on equity and investment	Purchases (debit) and sales (credit) of:(i) the equity securities and similar securities issued by non-residents possessions less than 10 percent; (ii) debt securities (bonds and notes, and money market instruments) issued except of direct investors; (iii) amounts arising from transactions in terms, options, guarantees, and other financial derivatives.

	fund shares (portfolio invest.)	
312	Interest	Investment income that is receivable by the owners of certain kinds of financial assets, namely deposits, debt securities, loans, and other accounts receivable for putting financial assets for use by other institutional units.
313	Taxes and subsidies on production	(a) Taxes on products, which are payable per unit of a good or service. Examples include value-added tax, import duties, export taxes, and excise; and (b) Other taxes on production. Examples include payroll taxes, recurrent taxes on buildings and land, and business licenses.
314	Taxes on income, wealth	Taxes levied on the income earned by nonresidents from the provision of their labor or financial assets.
315	Rent	Income receivable for putting natural resources at the disposal of another institutional unit.
	REMITTANCES AND TRANSFERS TO NPISHS	
316	Compensation of employees	Remuneration in return for the labor input to the production process contributed by an individual in an employer- employee relationship. Example: monthly salaries.
317	Social benefits related with pension funds and social security	Employers' contributions or subsidies for pensions, life insurance, and health insurance; allowances for children, spouse, family, education, or other payments with respect to dependents; payments made to workers absent from work because of illness, accidental injury, maternity leave, and so forth.
318	Social contributions to pension schemes and social security schemes	Social contributions payable by employers to social security funds or other employment-related social insurance schemes to secure social benefits for their employees.
319	Personal transfers	All other current transfers in cash or in kind made or received by resident households to or from nonresident households
320	Lotteries and other gambling	The amounts paid for lottery tickets or placed in bets consist of: (a) a service charge to the unit organizing the lottery or gambling and (b) current transfers that are payable from the gamblers to the winners and, in some cases, to charities
321	Transfers through money transfer operators not included above	All financial corporations that are principally engaged in activities associated with transactions in financial assets and liabilities or with providing the regulatory context for these transactions
322	Funds sent by individuals for	Transferred funds by individuals for depositing in own bank account for purposes of saving or other

	depositing in own bank account	
323	Non-life insurance premiums and claims (insurer and insured)	Nonlife insurance premiums -premiums payable by policyholders to obtain insurance during the accounting period (premiums earned) and the premium supplements payable to insurance policyholders. Claims are the amounts payable in settlement of claims that become due during the current accounting period
324	Other miscellaneous transfers	Other transfers not mentioned in the current category.
4. CURRENT INTERNATIONAL COOPERATION		
FOREIGN DEVELOPMENT ASSISTANCE BETWEEN THE GOVERNMENTS		
410	Current transfers and technical assistance	Technical assistance should be recorded as an export of a service by the donor economy to the recipient economy. It covers a wide variety of different services, including computing and business services, and should be classified by the nature of the service provided to specific services, if possible.
411	Capital transfers (large investment grants)	Cash or in kind transfers made by governments or international organizations to other institutional units to finance all or part of the costs of their acquiring fixed assets. The recipients may be other governments or other entities and the purpose is capital formation. For example: Grants provided for large construction project.
412	Transfers to NPISHs	Donations, in cash or kind, from government and enterprise sectors to charitable organizations in another economy; private and official aid as well as cross-border sponsorship of educational and cultural activities (including scholarships).
413	Contributions paid to international organizations	Capital transfers such as exceptionally large donations by households or enterprises to nonprofit institutions to finance gross fixed capital formation, such as gifts to universities to cover the costs of building new residential colleges, libraries, and laboratories.
414	Other	Transfers not included in previous categories
5. PRODUCED AND NON-PRODUCED NONFINANCIAL ASSETS		
510	Cryptocurrencies (Bitcoin & similar crypto asset)	Digital representations of value, made possible by advances in cryptography and distributed ledger technology (DLT). BLCAs are one type of crypto assets, designed to work as a medium of exchange. Examples of BLCAs are: Bitcoin, Ether, Ripple (XRP), Bitcoin Cash, EOS, Stellar, and Litecoin.
512	Disposals of nonproduced nonfinancial assets (receipts)	Sales of non-produced, non-financial assets which include natural resources, contracts, leases and licenses, marketing assets (and goodwill).

513	Acquisitions of nonproduced nonfinancial assets (payments)	Purchases of non-produced, non-financial assets which include natural resources, contracts, leases and licenses, marketing assets (and goodwill).
6. DIRECT INVESTMENT (DI)		
DI ABROAD		
EQUITY		
610	Purchase of real estate abroad	Payments and receipts related to private investment/sale of real estate abroad by residents.
611	DI from Kosovo invests in direct investment enterprise (DIE) abroad	Establishment of a lasting interest by a resident enterprise in Kosovo (direct investor) in a non-resident enterprise (direct investment enterprise). Exerting control or influence on nonresident enterprises is evidence of such a relationship.
612	Reverse investments (DIE acquiring equity in its DI in Kosovo)	Reverse investment arises when a direct investment enterprise lends funds to or acquires equity in its immediate or indirect direct investor, provided it does not own equity comprising 10 percent or more of the voting power in that direct investor located in Kosovo.
613	Between fellow enterprises (neither FE controls the other FE)	An enterprise is a fellow enterprise of another if the two enterprises have the same immediate or indirect direct investor, but neither is an immediate or indirect direct investor in the other.
DEBT INSTRUMENTS (INTER-COMPANY LOANS/TRADE CREDITS WITH THE PARENT)		
614	DI from Kosovo provides a loan or trade credit to its DIE abroad	Provision of loans or trade credit from a resident direct investor to its direct investment enterprise, which is located abroad.
615	Reverse investments (DI acquiring loan in its DIE in Kosovo)	Reverse investment arises when a direct investor acquires loan from its direct investment enterprise located in Kosovo.
616	Between fellow enterprises	A direct investment enterprise or a fellow enterprise may also have loans or balances due to or from fellow enterprises abroad. None of these related enterprises needs to hold a 10% or more voting power in the other as long as they have directly or indirectly a common parent.

	DI IN KOSOVO	
	EQUITY	
617	Investment by migrants in real estate	Private investment from non-residents in real estate in Kosovo (for instance, acquisition of resorts or other residencies in Kosovo from non-residents for personal or sublease purposes). Remittances with a value of >15,000 Eur and without a clear description are also considered as investment in real estate in Kosovo.
618	Investment by all other nonresidents in real estate in Kosovo	Private investment from non-residents in real estate in Kosovo (for instance, acquisition of resorts or other residencies in Kosovo from non-residents for personal or sublease purposes).
619	DI abroad invests in the DIE in Kosovo	Establishment of a lasting interest by an enterprise abroad (direct investor) in an enterprise in Kosovo (direct investment enterprise) The direct or indirect ownership of 10% or more of the voting power of an enterprise resident in one economy by an investor resident in another economy is evidence of such a relationship.
620	Reverse investments (DIE acquiring equity in its DI abroad)	Reverse investment arises when a direct investment enterprise lends funds to or acquires equity in its immediate or indirect direct investor, provided it does not own equity comprising 10 percent or more of the voting power in that direct investor located in abroad.
621	Between fellow enterprises	An enterprise is a fellow enterprise of another if the two enterprises have the same immediate or indirect direct investor, but neither is an immediate or indirect direct investor in the other
	DEBT INSTRUMENTS	
622	DI abroad invests in the DIE in Kosovo	Provision of loans or trade credit by a nonresident direct investor to its direct investment enterprise, which is located in Kosovo.
623	Reverse investments (DI acquiring loan in its DIE abroad)	Reverse investment arises when a direct investor acquires loan from its direct investment enterprise located abroad.
624	Between fellow enterprises	A direct investment enterprise or a fellow enterprise may also have loans or balances due to or from fellow enterprises abroad. None of these related enterprises needs to hold a 10% or more voting power in the other as long as they have directly or indirectly a common parent.
	7. PORTFOLIO INVESTMENT (PI)	
710	Equity listed shares	Listed shares are those listed on an exchange and may sometimes be referred to as quoted shares. The existence of quoted prices of shares listed on an exchange means that current market prices are usually readily available

711	Equity unlisted shares	Unlisted shares may sometimes be referred to as private equity (venture capital often takes this form). Private equity refers to the source of equity funds being on private markets; however, private equity may be used to invest in listed shares, including to take over publicly listed companies, and delist them
712	Investment fund shares	Issued by investment funds, are evidenced by securities and are not reserve assets or direct investment will be included in portfolio investment.
713	Long-term debt securities (more than one year)	Bonds, debentures, commercial paper, promissory notes, certificates of deposit, and other tradable non-equity securities other than financial derivatives. Long-term debt securities include instruments issued with original maturities > 12 months provided from nonresidents to residents and vice-versa.
714	Short-term debt securities (1 year or less)	Bonds, debentures, commercial paper, promissory notes, certificates of deposit, and other tradable non-equity securities other than financial derivatives. Short-term debt securities include instruments issued with original maturities ≤ 12 months from nonresidents to residents and vice-versa.
8.FINANCIAL DERIVATIVES		
810	Forwards	An unconditional contract by which two counterparties agree to exchange a specified quantity of an underlying item (real or financial) at an agreed-on contract price (the strike price) on a specified date
812	Options, futures, warrants, swaps, etc	<p>Option contract: the purchaser acquires from the seller a right to buy or sell (depending on whether the option is a call (buy) or a put (sell) a specified underlying item at a strike price on or before a specified date.</p> <p>Swap: an exchange of debt-typically at a discount—for a non-debt claim such as equity, or for counterpart funds that can be used to finance a particular project or policy.</p> <p>Warrants: A form of financial derivative option giving the owner the right but not the obligation to purchase from the issuer of the warrant a fixed amount of an underlying asset, such as equities and bonds, at an agreed contract price for a specified period of time or on a specified date.</p>
9.OTHER INVESTMENTS		

910	Equities not part of DI and PI	Equity that is not in the form of securities. Other equity is included in other investment, when it is not direct investment or reserve assets.
911	Deposits	All claims that are (a) on the central bank, deposit-taking corporations other than the central bank, and, in some cases, other institutional units; and (b) represented by evidence of deposit.
912	Loans, long-term	Financial assets that (a) are created when a creditor lends funds directly to a debtor, and (b) are evidenced by documents that are not negotiable. Loans with duration of more than a year. When information regarding loan duration is missing, loans $\geq 100,000$ Eur are considered long-term.
913	Loans, short-term	Financial assets that (a) are created when a creditor lends funds directly to a debtor, and (b) are evidenced by documents that are not negotiable. Loans with duration of less than a year. When information regarding loan duration is missing, loans $< 100,000$ Eur are considered short-term.
914	Other accounts receivable/payable	Advances and deferred payments in respect of exchange of non-produced assets.
10.RESERVE ASSETS		
101	Monetary gold	Gold to which the monetary authorities (or others who are subject to the effective control of the monetary authorities) have title of and is held as reserve assets.
102	Special Drawing Rights (SDR)	International reserve assets created by the IMF and allocated to members to supplement existing official reserves
103	Reserve position in the IMF	Foreign currency (including SDRs) amounts that a member country may draw from the IMF at short notice; and (b) any indebtedness of the IMF (under a loan agreement) in the General Resources Account that is readily available to the member country.
104	Deposits	Deposits with a fixed term and available on demand or at very short notice without unduly affecting the value of the deposit. Deposits included in reserve assets are those held in foreign central banks, the BIS, and other nonresident deposit taking corporations, and deposit agreements with IMF Trust Accounts
105	Securities	Securities are debt and equity instruments that have the characteristic feature of negotiability. In Reserve Assets, securities include liquid and marketable equity and debt securities issued by nonresidents
106	Other claims	loans to nonresident non-deposit-taking corporations, long-term loans to an IMF Trust Account that are readily repayable to meet a balance of payments financing need, loans arising from a reverse repo (unless classified as deposits), and other financial assets not included previously but that are foreign currency assets that are available for immediate use

Annex 3. ITRS Codes with Explanatory Notes

GOODS

Goods are physical, produced items over which ownership rights can be established and whose economic ownership can be passed from one institutional unit to another by engaging in transactions. They may be used to satisfy the needs or wants of households or the community or used to produce other goods or services. Goods are shown separately from services. Import of goods is recorded as debit, while export of goods is recorded as credit.

110 Import and export of goods

Payments from residents to nonresidents on imported goods, where, as a result economic ownership is changed (Imports). Payments received by residents from non-residents related to export of goods (Export).

111 Merchanting

Merchanting transaction, that is, the purchase of goods by a resident (of the compiling economy) from a nonresident combined with the subsequent resale of the same goods to another nonresident without the goods being present in the compiling economy—should be recorded in the balance of payments as transactions in goods. They include both acquisitions and sales.

112 Nonmonetary gold

Nonmonetary gold covers all gold other than monetary gold. Monetary gold, is owned by monetary authorities and held as a reserve asset. Nonmonetary gold can be in the form of, gold powder, and gold in other unwrought or semi manufactured forms. Jewelry, watches, and so forth that contain gold are included under general merchandise (export/import), not nonmonetary gold. A deposit of bullion to an unallocated gold account is shown as an exchange of nonmonetary gold for a financial asset; and a withdrawal is the reverse unless both parties are monetary authorities or international organizations. All transactions in nonmonetary gold between residents and nonresidents are recorded even when there is no physical delivery to the new owner—for example, when the nonmonetary gold is held at a gold exchange.

SERVICES

Goods are physical, produced items over which ownership rights can be established and whose economic ownership can be passed from one institutional unit to another by engaging in transactions. They may be used to satisfy the needs or wants of households or the community or used to produce other goods or services. Goods are shown separately from services. Import of goods is recorded as debit, while export of goods is recorded as credit.

210 Manufacturing services on physical inputs owned by others

Manufacturing services on physical inputs owned by others cover processing, assembly, labeling, packing, and so forth undertaken by enterprises that do not own the goods concerned. The manufacturing is undertaken by an entity that does not own the goods and that is paid a fee by the owner. In these cases, the ownership of the goods does not change, so no general merchandise transaction is recorded between the processor and the owner.

211 Maintenance and repair services

Maintenance and repair services cover maintenance and repair work by residents on goods that are owned by nonresidents (and vice versa). The repairs may be performed at the site of the repairer or elsewhere. Repairs and maintenance on ships, aircraft, and other transport equipment are included in this item. Cleaning of transport equipment is included in transport services. Construction maintenance and repairs are excluded; they are included under construction. Maintenance and repairs of computers are included under computer services.

TRANSPORT SERVICES

Transport is the process of carriage of people and objects from one location to another as well as related supporting and auxiliary services. Also included are postal and courier services. Transport can be classified according to: (a) mode of transport, namely, sea, air, or other (“other” may be further broken down into rail, road, internal waterway, pipeline, and space transport as well as electricity transmission); and (b) what is carried—passengers or freight.

Passenger Services

Passenger services cover the transport of people. The category covers all services provided in the international transport of nonresidents by resident carriers (credit) and that of residents by nonresident carriers (debit). Also included are passenger services performed within a territory by nonresident carriers. The valuation of passenger transport should include fees payable by the carriers to travel agencies and other providers of reservation services.

212 Air transport

Includes payments and receipts related to services provided for passengers through air transport.

213 Sea transport

Includes payments and receipts related to services provided for passengers through sea transport.

214 Road and rail transport

Includes payments and receipts related to services provided for passengers through road and rail transport.

FREIGHT SERVICES

Freight services cover the transport of objects other than people. The treatment of freight services is a consequence of adopting FOB as the uniform valuation principle for goods. FOB valuation is as at the customs frontier of the exporting economy, so: (a) all freight costs up to the customs frontier are shown as incurred by the exporter, and (b) all freight costs beyond the customs frontier are shown as incurred by the importer.

215 Air transport

Includes payments and receipts which are related to transport of goods through air transport.

216 Sea transport

Includes payments and receipts which are related to transport of goods through sea transport.

217 Road and rail transport

Includes payments and receipts which are related to transport of goods, mainly through road and rail transport.

OTHER SUPPORTING AND AUXILIARY TRANSPORTATION SERVICES

Other supporting and auxiliary transportation services include services that are auxiliary to transport and not directly provided for the movement of goods and persons. The category includes cargo handling charges billed separately from freight, storage and warehousing, packing and repackaging, towing not included in freight services, pilotage and navigational aid for carriers, air traffic control, cleaning

performed in ports and airports on transport equipment, salvage operations, and agents' fees associated with passenger and freight transport (e.g., freight forwarding and brokerage services).

218 Air transport

Include services provided in airports which include cargo handling, storing and warehousing, packing and repackaging, pilotage and navigational aid for carriers, air traffic control, cleaning performed in airports on transport equipment, salvage operations, and agents' fees associated with passenger and freight transport.

219 Sea transport

Include services including cargo handling, packing and repackaging etc., related to sea transport.

220 Road and rail transport

Includes services related to road and rail transport.

221 Pipeline transport

Transport of goods through pipelines.

222 Electricity transmission

Transmission of electricity. Sale/acquisition of electricity is recorded under import/export and not included in this item.

223 Postal and courier transportation services

These services include the pickup, transport, and delivery of letters, newspapers, periodicals, brochures, other printed matter, parcels, and packages. They also include post office counter services, such as sales of stamps and mailbox rental services. Postal services also include post office counter services, such as sales of stamps and money orders, poste restante services, telegram services, and so forth. Courier services include express and door-to-door delivery. Express delivery services might include, for example, on-demand pick-up or time-definite delivery.

TRAVEL SERVICES

Travel credits cover goods and services for own use or to give away acquired from an economy by nonresidents during visits to that economy. Travel debits cover goods and services for own use or to give away acquired from other economies by residents during visits to these other economies.

224 Business travel

Business travel covers goods and services acquired for personal use by persons whose primary purpose of travel is for business.

Personal Travel

Personal travel covers goods and services acquired by persons going abroad for purposes other than business, such as vacations, participation in recreational and cultural activities, visits with friends and relatives, pilgrimage, and education- and health-related purposes.

225 Health-related purposes

Personal travel for health purposes includes health-related services (e.g., medical services, other health care, food, accommodation, local transport, acquired by those traveling for medical reasons).

226 Education-related purposes

Personal travel for educational purposes includes education-related services (e.g., tuition, food, accommodation, local transport, health services, acquired by nonresident students);

227 All other purposes

Includes both personal and business travel and it refers to acquisition of goods, local transport services, accommodation services, as well as food-serving services.

228 Construction abroad

Construction abroad consists of: (a) construction work for nonresidents by enterprises resident in the compiling economy (credit), and (b) the goods and services acquired from the economy in which the construction activity is being undertaken by these enterprises (debit).

229 Construction in Kosovo

Construction in the compiling economy consists of (a) construction work for residents of the compiling economy by nonresident construction enterprises (debit), and (b) the goods and services acquired in the compiling economy from resident enterprises by these nonresident construction enterprises (credit).

INSURANCE AND PENSION SERVICES

Insurance and pension services include services of providing life insurance and annuities, nonlife insurance, reinsurance, freight insurance, pensions, standardized guarantees, and auxiliary services to insurance, pension schemes, and standardized guarantee schemes.

230 Direct insurance

Direct insurance is between an insurance company and the public.

231 Life insurance

Life insurance involves a stream of payments by the policyholder in return for a lump sum at the end of the policy. Annuities are the reverse, where a stream of payments is made by the insurer in return for a lump sum at the beginning of the policy.

232 Freight insurance

Freight insurance is a form of nonlife insurance that raises particular issues for valuation of goods. Like freight transport, the identification of who pays the insurance and whether it is included in the price of the good is determined by the FOB valuation concept. Freight insurance premiums payable on international traded goods before they reach the customs frontier of the economy of the exporter are included in the FOB price of the good. Freight insurance premiums payable subsequent to the goods leaving the customs frontier of the exporter's economy are treated as payable by the importer.

233 Reinsurance

Reinsurance is insurance where both parties to the policy are providers of insurance services.

234 Auxiliary insurance services

Auxiliary insurance services consist of the provision of services that are closely related to insurance and pension fund operations. Included are agents' commissions, insurance brokering and agency services, insurance and pension consultancy services, evaluation and loss adjustment services, actuarial services, salvage administration services, and regulatory and monitoring services on indemnities and recovery services. These services are charged through explicit charges.

235 Pension and standardizes guaranteed services

Pension entitlements show the extent of financial claims both existing and future pensioners hold against either their employer or a fund designated by the employer to pay pensions earned as part of a compensation agreement between the employer and employee.

Standardized guarantees are defined as those that are not provided by means of a financial derivative (such as credit default swaps), but for which the probability of default can be well established.

236 Financial services

Financial services cover financial intermediary and auxiliary services, except insurance and pension fund services. These services include those usually provided by banks and other financial corporations. They include deposit taking and lending, letters of credit, credit card services, commissions and charges related to financial leasing, factoring, underwriting, and clearing of payments. Also included are financial advisory services, custody of financial assets or bullion, financial asset management, monitoring services, liquidity provision services, risk assumption services other than insurance, merger and acquisition services, credit rating services, stock exchange services, and trust services.

CHARGES FOR THE USE OF INTELLECTUAL PROPERTY

237 Proprietary rights

Charges for the use of proprietary rights (such as patents, trademarks, copyrights, industrial processes and designs including trade secrets, franchises). These rights can arise from research and development, as well as from marketing.

238 Licences to use and reproduce and distribute

Charges for licenses to reproduce or distribute (or both) intellectual property embodied in produced originals or prototypes (such as copyrights on books and manuscripts, computer software, cinematographic works, and sound recordings) and related rights (such as for live performances and television, cable, or satellite broadcast).

239 Telecommunication services

Telecommunications services encompass the broadcast or transmission of sound, images, data, or other information by telephone, telex, telegram, radio and television cable transmission, radio and television satellite, electronic mail, facsimile, and so forth, including business network services, teleconferencing, and support services. They do not include the value of the information transported. Also included are mobile telecommunications services, Internet backbone services, and online access services, including provision of access to the Internet. Excluded are installation services for telephone network equipment (included in construction) and database services (included in information services).

COMPUTER SERVICES

Computer services consist of hardware- and software-related services and data-processing services. Excluded from computer services are computer training courses not designed for a specific user (included in other personal, cultural, and recreational services). Charges for licenses to reproduce or distribute software (or both) which are included in charges for the use of intellectual property, are also excluded. Leasing of computers without an operator is included in operational leasing.

240 Software development

Software development includes software consultancy and implementation, analysis, design, and programming development; production, supply, and documentation of customized software.

241 Other-related computer services

This component includes data-processing services, web page hosting, development and management of databases, and dissemination of data.

INFORMATION SERVICES

Information services include news agency services, such as the provision of news, photographs, and feature articles to the media. Other information provision services include database services—database conception, data storage, and the dissemination of data and databases (including directories and mailing lists), both online and through magnetic, optical, or printed media; and web search portals (search engine services that find Internet addresses for clients who input keyword queries). Also included are direct non-bulk subscriptions to newspapers and periodicals, whether by mail, electronic transmission, or other

means; other online content provision services; and library and archive services. (Bulk newspapers and periodicals are included under general merchandise.) Downloaded content that is not software (included in computer services) or audio and video (included in audiovisual and related services) is included in information services.

242 New agency services

News agency services include the provision of news, photographs, and articles to the media.

243 Other information services

Other information services include services such as database conception, data storage, and data dissemination. It also includes provision of web portals (search engines).

244 Research and Development Services

Research and development services consist of services that are associated with basic research, applied research, and experimental development of new products and processes. In principle, such activities in the physical sciences, social sciences, and humanities are covered, including the development of operating systems that represent technological advances. Also included is commercial research related to electronics, pharmaceuticals, and biotechnology.

PROFESSIONAL AND MANAGEMENT CONSULTING SERVICES

Professional and management consulting services include: (a) legal services, accounting, management consulting, managerial services, and public relations services; and (b) advertising, market research, and public opinion polling services.

245 Legal Services

Includes provision of legal services from resident to nonresidents and vice-versa.

246 Representation, documentation, accounting, auditing, bookkeeping, and tax-related services

This component includes services related to representation, documentation, accounting, auditing, bookkeeping, as well as tax-related or similar.

247 Other professional and development services

Other professional and development services include planning, organization, cost projecting, human resource management; public relations, advertising services; trade fair exhibition services; market research; and public opinion polling services

TECHNICAL, TRADE-RELATED, AND OTHER BUSINESS SERVICES

Technical, trade-related, and other business services include: (a) architectural, engineering, and other technical services; (b) waste treatment and depollution, agricultural, and mining services (c) operating leasing services (d) trade-related services, and (e) other business services (distribution services related to water, steam, gas, and other petroleum products and air-conditioning supply, where these are identified separately from transmission services; placement of personnel, security, and investigative services; translation and interpretation; photographic services; publishing; building cleaning; and real estate services. Also included are forfeited down payments not able to be specified to any other service.

248 Architectural, engineering, and other technical services

This component includes provision of services related to architecture, engineering, as well as other technical services.

249 Waste treatment and depollution, agricultural, and mining services

This component includes provision of services related to Waste treatment and depollution, agricultural, and mining.

250 Other trade-related business services

Trade-related services cover commissions on goods and service transactions payable to merchants, commodity brokers, dealers, auctioneers, and commission agents. For example, these services include the auctioneer's fee or agent's commission on sales of ships, aircraft, and other goods.

251 Operating leasing

Operating leasing is the activity of renting out produced assets under arrangements that provide use of a tangible asset to the lessee, but do not involve the transfer of the bulk of risks and rewards of ownership to the lessee.

PERSONAL, CULTURAL, AND RELATED SERVICES

Personal, cultural, and recreational services consist of (a) audiovisual and related services and (b) other personal, cultural, and recreational services.

252 Audiovisual and related services

Audiovisual and related services consist of services and fees related to the production of motion pictures (on film, videotape, disk, or transmitted electronically, etc.), radio and television programs (live or on tape), and musical recordings.

253 Other personal, cultural, and recreational services

Other personal, cultural, and recreational services include health services, education services, and others.

GOVERNMENT GOODS AND SERVICES

Government goods and services n.i.e. cover: (a) goods and services supplied by and to enclaves, such as embassies, military bases, and international organizations; (b) goods and services acquired from the host economy by diplomats, consular staff, and military personnel located abroad and their dependents; and services supplied by and to governments and not included in other categories of services.

254 Embassies and consulates

This component includes goods and services supplied by and to embassies. It also includes goods and services acquired from the host economy by diplomats and consular staff located abroad and their dependents.

255 Military units and agencies

This component includes goods and services supplied by and to military bases and international organizational. It also includes good ans services acquired from the host economy by military personnel located abroad and their dependents.

256 Other government goods and services

This component includes services supplied by and to governments and not included in other categories of services.

INCOME

Includes income receivable by a resident company from its ownership of claims on nonresidents; and (2) income payable by a resident company as a result of its liabilities to nonresidents. Common forms of income are dividends, distributions of profit, and interest.

310 Dividends and withdrawals

Dividends are the distributed earnings allocated to the owners of equity for placing funds at the disposal of corporations.

311 Investment income on equity and investment fund shares (portfolio investment)

Purchases and sales of:(i) the equity securities and similar securities issued by non-residents possessions less than 10 percent; (ii) debt securities (bonds and notes, and money market instruments) issued except of direct investors; (iii) amounts arising from transactions in terms, options, guarantees, and other financial derivatives.

312 Interest

Interest is a form of investment income that is receivable by the owners of certain kinds of financial assets, namely deposits, debt securities, loans, and other accounts receivable, for putting the financial assets at the disposal of another institutional unit. Income on SDR holdings and SDR allocations is also included in interest.

313 Taxes and subsidies on production

Taxes and subsidies on products and production should be recorded in the primary income account to maintain the conceptual consistency with SNA. The 2008 SNA distinguishes between (a) Taxes on products, which are payable per unit of a good or service. Examples include value-added tax, import duties, export taxes, and excise; and (b) Other taxes on production. Examples include payroll taxes, recurrent taxes on buildings and land, and business licenses.

314 Taxes on income, wealth

Current taxes on income, wealth, etc., in the international accounts consist mainly of taxes levied on the income earned by nonresidents from the provision of their labor or financial assets. Taxes on capital gains arising from assets of nonresidents are also included. Taxes on wages and salaries earned by nonresident employees are recorded as payable by the nonresident employees. Taxes on income and capital gains from financial assets can be payable by individuals, corporations, nonprofit institutions, governments, and international organizations. Taxes on interest and dividends are recorded as payable by the recipients of the interest or dividends. Taxes on financial transactions (such as taxes on issue, purchase, and sale of securities) payable by nonresidents are also current transfers. (However, if such taxes have been classified as other taxes on products and production in the national accounts, by convention, they may be treated in the same way in the international accounts for consistency.) Taxes on income and wealth may be imposed by and payable directly to international organizations, such as the agencies of an economic union. Taxes on rent and ownership of land are treated as payable by the resident producers or resident notional institutional units.

315 Rent

Rent covers income receivable for putting natural resources at the disposal of another institutional unit.

REMITTANCES AND TRANSFERS TO NPISHS

316 Compensation of employees

Compensation of employees presents remuneration in return for the labor input to the production process contributed by an individual in an employer- employee relationship with the enterprise.

317 Social benefits related with pension funds and social security

Examples of social benefits include employers' contributions or subsidies for pensions, life insurance, and health insurance; allowances for children, spouse, family, education, or other payments with respect to dependents; payments made to workers absent from work because of illness, accidental injury, maternity leave, and so forth; and severance payments. Both actual and imputed social contributions are included.

318 Social contributions to pension schemes and social security schemes

Employers' social contributions are social contributions payable by employers to social security funds or other employment-related social insurance schemes to secure social benefits for their employees.

319 Personal transfers

Personal transfers consist of all other current transfers in cash or in kind made or received by resident households to or from nonresident households (e.g. amount paid for tickets off lotteries and gambling as well as transfer of money to winners or charities)

320 Lotteries and other gambling

The value of the lottery and other gambling services supplied by or to nonresidents is estimated as the amount wagered by nonresidents multiplied by the overall ratio of services to the total amount wagered for that gambling operator or type of gambling. This method for separately identifying the service component is similar to the method used for insurance services. The amounts paid for lottery tickets or placed in bets consist of: (a) a service charge to the unit organizing the lottery or gambling and (b) current transfers that are payable from the gamblers to the winners and, in some cases, to charities. The transfers are regarded as taking place directly from those participating in the lottery or gambling to the winners and charities. That is, they are not recorded as transfers to or by the unit operating the gambling. Some of the service charge at purchasers' prices may include gambling taxes, which are shown as payable by the operator, not the customers.

321 Transfers through money transfer operators not included above

Money operators are a subsector of financial auxiliaries, which consist of all financial corporations that are principally engaged in activities associated with transactions in financial assets and liabilities or with providing the regulatory context for these transactions but in circumstances that do not involve the auxiliary taking ownership of the financial assets and liabilities being transacted.

322 Funds sent by individuals for depositing in own bank account

This component includes transferred funds by individuals for depositing in own bank account for purposes of saving or other.

323 Non-life insurance premiums and claims (insurer and insured)

Nonlife insurance premiums consist of both the gross premiums payable by policyholders to obtain insurance during the accounting period (premiums earned) and the premium supplements payable out of the investment income attributable to insurance policyholders. The total of the nonlife insurance premiums payable in this way has to cover payments of service charges to the insurance enterprises for arranging the insurance and payments for the insurance itself. Nonlife insurance claims are the amounts payable in settlement of claims that become due during the current accounting period. Claims become due at the moment when the eventuality occurs that gives rise to a valid claim.

324 Other miscellaneous transfers

This component includes other transfers not mentioned in the current category.

CURRENT INTERNATIONAL COOPERATION

Foreign Development Assistance Between the Governments

410 Current transfers and technical assistance

Technical assistance provided by an entity resident in the donor economy should be recorded as an export of a service by the donor economy to the recipient economy. Technical assistance covers a wide variety of different services, including computing and business services, and should be classified by the nature of the service provided to specific services, if possible. Technical assistance provided by government, or an international organization, is classified as government services only when not classified to a specific service, and where the technical assistance personnel are employed by the donor government or an international organization. Technical assistance may be subject to payment by the recipient, or funded by a current or capital transfer from the donor. When cross-border technical assistance is provided without a fee being charged to the recipient, a current or capital transfer for the value of the services provided is recorded.

411 Capital transfers (large investment grants)

Investment grants consist of capital transfers in cash or in kind made by governments or international organizations to other institutional units to finance all or part of the costs of their acquiring fixed assets. The recipients may be other governments or other entities. The recipients are obliged to use investment grants received in cash for purposes of gross fixed capital formation, and the grants are often tied to specific investment projects, such as large construction projects. Grants for investment made by organizations other than general government and international organizations are other capital transfers.

412 Transfers to NPISHs

Transfers to NPISHs include donations, in cash or kind, from government and enterprise sectors to charitable organizations in another economy. In addition, much of private and official aid as well as cross-border sponsorship of educational and cultural activities (including scholarships) will be included in this item.

413 Contributions paid to international organizations

Capital transfers such as exceptionally large donations by households or enterprises to nonprofit institutions to finance gross fixed capital formation, such as gifts to universities to cover the costs of building new residential colleges, libraries, and laboratories. Capital transfers also include cash grants from donor governments or multilateral financial institutions to the debtor economy to be used to repay debt.

A capital contribution to an international organization or nonprofit institution is a capital transfer if it does not give rise to equity for the provider of the contribution.

414 Other

This category involves transfers not included in previous categories.

PRODUCED AND NON-PRODUCED, NON-FINANCIAL ASSETS

510 Cryptocurrencies (Bitcoin & similar crypto assets)

Crypto assets are digital representations of value, made possible by advances in cryptography and distributed ledger technology (DLT). BLCAs are one type of crypto assets. They are digital assets based on DLT and designed to work as a medium of exchange. Examples of BLCAs are: Bitcoin, Ether, Ripple (XRP), Bitcoin Cash, EOS, Stellar, and Litecoin. In this manual BLCA is used specifically to mean those crypto assets that are designed to serve as a general-purpose medium of exchange for peer-to-peer payments, with no issuer and no counterpart liability. Crypto assets combine properties of currencies, commodities, and intangible assets.

They are considered as non-financial, produced assets and recorded separately as imports/exports.

512 Disposals of nonproduced nonfinancial assets (receipts)

Nonproduced, nonfinancial assets consist of: (a) natural resources; (b) contracts, leases, and licenses; and (c) marketing assets (and goodwill). Natural resources include land, mineral rights, forestry rights, water, fishing rights, air space, and electromagnetic spectrum. Contracts, leases, and licenses covers those contracts, leases, and licenses that are recognized as economic assets. Marketing assets consist of items such as brand names, mastheads, trademarks, logos, and domain names.

Disposal refers to sales of these assets and is registered on the credit side.

513 Acquisitions of nonproduced nonfinancial assets (payments)

Nonproduced, nonfinancial assets consist of: (a) natural resources; (b) contracts, leases, and licenses; and (c) marketing assets (and goodwill). Natural resources include land, mineral rights, forestry rights, water, fishing rights, air space, and electromagnetic spectrum. Contracts, leases, and licenses covers those contracts, leases, and licenses that are recognized as economic assets. Marketing assets consist of items such as brand names, mastheads, trademarks, logos, and domain names.

Acquisitions refer to purchases of these assets and is registered on the debit side.

DIRECT INVESTMENT

Direct Investment Abroad

Direct investment abroad covers assets and liabilities between resident direct investors and their direct investment enterprises. It also covers assets and liabilities between resident and nonresident fellow enterprises if the ultimate controlling parent is resident. Direct investment abroad is also called outward direct investment.

Equity

Covers equity in branches, shares (whether voting or nonvoting) in subsidiaries and associates, and other capital contributions (such as the provision of machinery by a direct investor to a direct investment enterprise) that constitute part of the capital of the direct investment enterprise. Equity capital also covers the acquisition by a direct investment enterprise of shares in its direct investor.

610 Purchase of real estate abroad

Payments and receipts related to private investment/sale of real estate abroad by residents.

611 DI from Kosovo invests in direct investment enterprise (DIE) abroad (Foreign Direct Investment)

Foreign direct investment reflects the objective of establishing a lasting interest by a resident enterprise in one economy (direct investor) in an enterprise (direct investment enterprise) that is resident in an economy other than that of the direct investor. The direct or indirect ownership of 10% or more of the voting power of an enterprise resident in one economy by an investor resident in another economy is evidence of such a relationship.

612 Reverse investments (DIE abroad acquiring equity in its DI in Kosovo)

Reverse investment arises when a direct investment enterprise owns some, but less than 10 percent of the voting power in its immediate or indirect direct investor located in Kosovo.

613 Between fellow enterprises (acquiring equity)

An enterprise is a fellow enterprise of another if the two enterprises have the same immediate or indirect direct investor, but neither is an immediate or indirect direct investor in the other.

All assets and liabilities between fellow enterprises are shown in direct investment abroad when the ultimate controlling parent is a resident. In that case, control and influence is exercised from the economy of the resident, so it is useful to view an investment in a fellow enterprise abroad in the same way as outward investment.

DEBT INSTRUMENTS (INTER-COMPANY LENDING)

Debt instruments are those instruments that require the payment of principal and/or interest at some point(s) in the future. Debt instruments comprise of currency, deposits and debt securities.

614 DI from Kosovo provides a loan or trade credit to its DIE abroad

Intercompany lending is used to describe direct investment debt positions between affiliated enterprises. It includes debt instrument transactions and positions; it is not limited to loans. This component includes provision of loans or trade credit from a resident direct investor to its direct investment enterprise, which is located abroad.

615 Reverse investments (DI acquiring loan in its DIE in Kosovo)

Reverse investment arises when a direct investment enterprise acquires loan from its immediate or indirect direct investor located in Kosovo.

616 Between fellow enterprises (acquiring debt instruments)

A direct investment enterprise or a fellow enterprise may also have loans or balances due to or from fellow enterprises abroad. None of these related enterprises needs to hold a 10% or more voting power in the other as long as they have directly or indirectly a common parent.

DIRECT INVESTMENT IN KOSOVO

Direct investment in the reporting economy includes all liabilities and assets between resident direct investment enterprises and their direct investors. It also covers assets and liabilities between resident and nonresident fellow enterprises if the ultimate controlling parent is nonresident. Direct investment in the reporting economy is also called inward direct investment.

EQUITY

Equity consists of all instruments and records that acknowledge claims on the residual value of a corporation or quasi-corporation, after the claims of all creditors have been met. Equity is treated as a liability of the issuing institutional unit (a corporation or other unit). In BOP, this includes sales of shares and all similar equities by resident enterprises in Kosovo which represents 10% of shares.

617 Investment by migrants in real estate

Private investment from non-residents in real estate in Kosovo (for instance, acquisition of resorts or other residencies in Kosovo from non-residents for personal or sublease purposes). Remittances with a value of >15,000 Eur and without a clear description are also considered as investment in real estate in Kosovo.

618 Investment by all other nonresidents in real estate in Kosovo

Private investment from non-residents in real estate in Kosovo (for instance, acquisition of resorts or other residencies in Kosovo from non-residents for personal or sublease purposes).

619 DI abroad invests in the DIE in Kosovo

Foreign direct investment reflects the objective of establishing a lasting interest by a resident enterprise in one economy (direct investor) in an enterprise (direct investment enterprise) that is resident in an economy other than that of the direct investor. The direct or indirect ownership of 10% or more of the voting power of an enterprise resident in one economy by an investor resident in another economy is evidence of such a relationship.

620 Reverse investments

Reverse investment arises when a direct investment enterprise owns some, but less than 10 percent of the voting power in its immediate or indirect direct investor located abroad.

621 Between fellow enterprises (acquiring equity)

An enterprise is a fellow enterprise of another if the two enterprises have the same immediate or indirect direct investor, but neither is an immediate or indirect direct investor in the other.

All assets and liabilities between fellow enterprises are shown in direct investment abroad when the ultimate controlling parent is a resident. In that case, control and influence is exercised from the economy of the resident, so it is useful to view an investment in a fellow enterprise abroad in the same way as outward investment.

DEBT INSTRUMENTS

622 DI abroad provides a loan or trade credit to its DIE in Kosovo

Intercompany lending is used to describe direct investment debt positions between affiliated enterprises. It includes debt instrument transactions and positions; it is not limited to loans. This component includes provision of loans or trade credit by a nonresident direct investor to its direct investment enterprise, which is located in Kosovo.

623 Reverse investments (DI acquiring loan in it DIE abroad)

Reverse investment arises when a direct investment enterprise acquires loan from its immediate or indirect direct investor located abroad.

624 Between fellow enterprises (acquiring debt instruments)

A direct investment enterprise or a fellow enterprise may also have loans or balances due to or from fellow enterprises abroad. None of these related enterprises needs to hold a 10% or more voting power in the other as long as they have directly or indirectly a common parent.

PORTFOLIO INVESTMENT

710 Equity listed shares

Listed shares are those listed on an exchange and may sometimes be referred to as quoted shares. The existence of quoted prices of shares listed on an exchange means that current market prices are usually readily available. In addition to the valuation aspects, listed shares tend to be issued by different types of corporations (subsidiaries and smaller businesses) and typically have different regulatory requirements.

711 Equity unlisted shares (private equity/venture capital)

Unlisted shares may sometimes be referred to as private equity (venture capital often takes this form). Private equity refers to the source of equity funds being on private markets; however, private equity may be used to invest in listed shares, including to take over publicly listed companies, and delist them. Unlisted shares also tend to be issued by different types of corporations (subsidiaries and smaller businesses) and typically have different regulatory requirement.

712 Investment fund shares

Investment fund shares or units (i.e., those issued by investment funds) that are evidenced by securities and that are not reserve assets or direct investment are included in portfolio investment. Although they are negotiable instruments, exchange traded financial derivatives are not included in portfolio investment because they are included in their own separate category.

713 Long-term debt securities (more than one year)

Include bonds, debentures, commercial paper, promissory notes, certificates of deposit, and other tradable non-equity securities other than financial derivatives. Long-term debt securities include instruments issued with original maturities of more than 12 months provided from nonresidents to residents and vice-versa.

714 Short-term debt securities (1 year or less)

Include bonds, debentures, commercial paper, promissory notes, certificates of deposit, and other tradable non-equity securities other than financial derivatives. Short-term debt securities include instruments issued with original maturities of less than 12 months to from nonresidents to residents and vice-versa.

FINANCIAL DERIVATIVES

810 Forwards

Forward-type contract (forward) is an unconditional contract by which two counterparties agree to exchange a specified quantity of an underlying item (real or financial) at an agreed-on contract price (the strike price) on a specified date.

812 Options, futures, warrants, swaps, etc

In an option contract (option), the purchaser acquires from the seller a right to buy or sell, depending on whether the option is a call (buy) or a put (sell) a specified underlying item at a strike price on or before a specified date.

Debt conversion (swap) is an exchange of debt-typically at a discount- for a non-debt claim such as equity, or for counterpart funds that can be used to finance a particular project or policy. Warrants are a form of financial derivative option giving the owner the right but not the obligation to purchase from the issuer of the warrant a fixed amount of an underlying asset, such as equities and bonds, at an agreed contract price for a specified period of time or on a specified date.

OTHER INVESTMENTS

910 Equities not part of DI and PI

Other equity is equity that is not in the form of securities. Other equity is included in other investment, when it is not direct investment or reserve assets.

911 Deposits

Deposits include all claims that are (a) on the central bank, deposit-taking corporations other than the central bank, and, in some cases, other institutional units; and (b) represented by evidence of deposit.

912 Loans, long-term

Loans are financial assets that (a) are created when a creditor lends funds directly to a debtor, and (b) are evidenced by documents that are not negotiable. Loans with duration of more than a year are considered long-term loans.

913 Loans, short-term

Loans are financial assets that (a) are created when a creditor lends funds directly to a debtor, and (b) are evidenced by documents that are not negotiable.

914 Other accounts receivable/payable

Other accounts receivable/payable includes advances and deferred payments in respect of exchange of non-produced assets.

RESERVE ASSETS

101 Monetary gold

Monetary gold is gold to which the monetary authorities (or others who are subject to the effective control of the monetary authorities) have title and is held as reserve assets.

102 Special Drawing Rights (SDR)

SDRs are international reserve assets created by the IMF and allocated to members to supplement existing official reserves.

103 Reserve position in the IMF

Reserve position in the IMF is the sum of (a) the “reserve tranche,” that is, the foreign currency (including SDRs) amounts that a member country may draw from the IMF at short notice;¹⁶ and (b) any indebtedness of the IMF (under a loan agreement) in the General Resources Account that is readily available to the member country, including the reporting country’s lending to the IMF under the General Arrangements to Borrow (GAB) and the New Arrangements to Borrow (NAB). While a member country must present a declaration of balance of payments–related need to make a purchase in the reserve tranche (reduction in reserve position), the IMF does not challenge a member’s request for reserve tranche purchases. Convertible currencies from a reserve tranche purchase may be made available within days.

104 Deposits

Deposits refer to those available on demand; deposits with a fixed term that are redeemable on demand or at very short notice without unduly affecting the value of the deposit can be included. Deposits included in reserve assets are those held in foreign central banks, the BIS, and other nonresident deposit-taking corporations, and deposit agreements with IMF Trust Accounts that are readily callable to meet a balance of payments financing need.

105 Securities

Securities are debt and equity instruments that have the characteristic feature of negotiability. In Reserve Assets, securities include liquid and marketable equity and debt securities issued by nonresidents; long-term securities (such as 30-year U.S. Treasury bonds) are included.

106 Other claims

Other claims include loans to nonresident non-deposit-taking corporations, long-term loans to an IMF Trust Account that are readily repayable to meet a balance of payments financing need, loans arising from a reverse repo (unless classified as deposits), and other financial assets not included previously but that are foreign currency assets that are available for immediate use

Annex 4: Codes of countries (ISO 3166) and currencies (4217)

Annex 4: Country Codes

Country	Code	Country	Code	Country	Code	Country	Code
Belgium	BE	Albania	AL	Dominica	DM	Liberia	LR
Bulgaria	BG	Andorra	AD	Dominican Republic	DO	Madagascar	MG
Czech Republic	CZ	Belarus	BY	El Salvador	SV	Malawi	MW
Denmark	DK	Bosnia and Herzegovina	BA	Grenada	GD		ML
Germany	DE	Faroe Islands	FO	Guatemala	GT	Mauritania	MR
Estonia	EE	Gibraltar	GI	Haiti	HT	Mauritius	MU
Ireland	IE	Guernsey	GG	Honduras	HN	Mozambique	MZ
Greece	GR	Holy see (Vatican City State)	VA	Jamaica	JM	Namibia	NA
Spain	ES	Isle of Man	IM	Mexico	MX	Niger	NE
France	FR	Jersey	JE	Montserrat	MS	Nigeria	NG
Croatia	HR	North Macedonia	MK	Nicaragua	NI	South Africa	ZA
Italy	IT	Moldova	MD	Panama	PA	Rwanda	RW
Cyprus	CY	Montenegro	ME	St Kitts and Nevis	KN	St Helena	SH
Latvia	LV	Russia	RU	Saint Lucia	LC	Sao Tome & Principe	ST
Lithuania	LT	Serbia	RS	St Maarten	SX	Senegal	SN
Luxembourg	LU	San Marino	SM	St Vincent and the Grenadines	VC	Seychelles	SC
Hungary	HU	Turkey	TR	Trinidad and Tobago	TT	Sierra Leone	SL
Malta	MT	Ukraine	UA	Turks & Caicos Islands	TC	Somalia	SO
Netherlands	NL	Algeria	DZ	Virgin Islands, U.S.	VI	Sudan	SD
Austria	AT	Egypt	EG	Argentina	AR	South Sudan	SS
Poland	PL	Libya	LY	Bolivia	BO	Swaziland	SZ
Portugal	PT	Morocco	MA	Brazil	BR	Tanzania, United Republic of	TZ
Romania	RO	Tunisia	TN	Chile	CL	Togo	TG
Slovenia	SI	Angola	AO	Colombia	CO	Uganda	UG
Slovakia	SK	Benin	BJ	Ecuador	EC	Zambia	ZM
Finland	FI	Botswana	BW	Falkland Islands	FK	Zimbabwe	ZW
Sweden	SE	British Indian Ocean Territory	IO	Guyana	GY	Bahrain	BH
United Kingdom	GB	Burkina Faso	BF	Paraguay	PY	Iraq	IQ
Iceland	IS	Burundi	BI	Peru	PE	Kuwait	KW
Liechtenstein	LI	Cameroon	CM	Suriname	SR	Oman	OM
Norway	NO	Cape Verde	CV	Uruguay	UY	Qatar	QA
Switzerland	CH	Central African Republic	CF	Venezuela	VE	Saudi Arabia	SA
Canada	CA	Chad	TD	United Arab Emirates	AE	American Samoa	AS
Greenland	GL	Comoros	KM	Yemen	YE	Guam	GU
Country	Code	Country	Code	Country	Code	Country	Code

United States	US	Congo	CG	Armenia	AM	US Minor Outlying Islands	UM
Anguilla	AI	Côte d'Ivoire	CI	Azerbaijan	AZ	Australia	AU
Antigua and Barbuda	AG	Congo, the Democratic Republic of the	CD	Georgia	GE	Cocos (Keeling Islands)	CC
Aruba	AW	Djibouti	DJ	Israel	IL	Christmas Islands	CX
Bahamas	BS	Equatorial Guinea	GQ	Jordan	JO	Heard Island and McDonald Islands	HM
Barbados	BB	Eritrea	ER	Lebanon	LB	Norfolk Island	NF
Belize	BZ	Ethiopia	ET	Palestinian Territory	PS	Fiji	FJ
Bermuda	BM	Gabon	GA	Syrian	SY	French Polynesia	PF
Bonaire, St Eustatius and Saba	BQ	Gambia	GM	Afghanistan	AF	Kiribati	KI
Virgin Islands, British	VG	Ghana	GH	Bangladesh	BD	Marshall Islands	MH
Cayman Islands	KY	Guinea	GN	Bhutan	BT	Micronesia, Federated States of	FM
Costa Rica	CR	Guinea-Bissau	GW	Brunei Darussalam	BN	Nauru	NR
Cuba	CU	Kenya	KE	Burma/Myanmar	MM	New Caledonia	NC
Curaçao	CW	Lesotho	LS	Cambodia	KH	New Zealand	NZ
China	CN	Cook Islands	CK	Nepal	NP	Tuvalu	TV
Hong Kong	HK	Niue	NU	North Korea	KP	Vanuatu	VU
India	IN	Tokelau	TK	Pakistan	PK	Samoa	WS
Indonesia	ID	Northern Mariana Islands	MP	Philippines	PH	Wallis and Futuna	WF
Iran	IR	Palau	PW	Singapore	SG	American Samoa	AS
Japan	JP	Papua New Guinea	PG	South Korea	KR	Guam	GU
Kazakhstan	KZ	Pitcairn	PN	Sri Lanka	LK	US Minor Outlying Islands	UM
Kyrgyzstan	KG	Antartica	AQ	Taiwan	TW	Australia	AU
Laos	LA	Bouvet Island	BV	Tajikistan	TJ	Cocos (Keeling Islands)	CC
Macao	MO	South Georgia and the South Sandwich Islands	GS	Thailand	TH	Christmas Islands	CX
Malaysia	MY	French Southern and Antarctic Lands	TF	Timor-Leste	TL	Heard Island and McDonald Islands	HM
Maldives	MV	Solomon Islands	SB	Turkmenistan	TM	Norfolk Island	NF
Mongolia	MN	Tonga	TO	Uzbekistan	UZ	Fiji	FJ
European Union Institutions (excl. ECB and ESM)	4A	International Monetary Fund	1C	Viet Nam	VN	French Polynesia	PF
European Investment Bank	4C	European Stability Mechanism (ESM)	4S	Rest of the World not allocated	W19	International Organisations (excl. EU Inst.)	9A
European Stability Mechanism (ESM)	4F						

Annex 5: ITRS Reporting Template



BANKA QENDRORE E REPUBLIKËS SË KOSOVËS
CENTRALNA BANKA REPUBLIKE KOSOVA
CENTRAL BANK OF THE REPUBLIC OF KOSOVO

INTERNATIONAL TRANSACTIONS REPORTING SYSTEM

(Version 4.0)

Bank name:

Reporting period

Reporting number:

Bank code:

Reporting date

Audited

Responsible officer

Manager

Central Bank of the Republic of Kosovo

Form 1- Banks' own transactions

Number	Transaction date	Reference Number	Non-resident Name	ISIN Code	Country code	ITRS code	Internal ITRS code	Transaction Description	Payment	Receipt

Central Bank of the Republic of Kosovo

Form 2 - Bank's clients transactions ≥10,000

Number	Transaction date	Reference Number	Bank code	Resident Name	Register number	Non-resident Name	Other party's code	Country code	ITRS code	Internal ITRS code	Transaction Description	Payment	Receipt

Central Bank of the Republic of Kosovo Form 3 - Bank's clients transactions <10,000													
Number	Transaction date	Reference Number	Bank code	Resident Name	Register number	Non-resident Name	Other party's code	Country code	ITRS code	Internal ITRS code	Transaction Description	Payment	Receipt

Central Bank of the Republic of Kosovo Form 4 – Banks' clients transactions with bank cards											
Number	Transaction date	Bank code	Resident Name	Residency	Transaction type	Country Code	Country name	Terminal ID	Terminal location	Payment	Receipt