



CENTRAL BANK OF CYPRUS
EUROSYSTEM

SURVEY ON SERVICES (QSRVS)

REPORTING INSTRUCTIONS

Statistics Department
External, Economic and Government Finance Statistics

August 2023



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I. INTRODUCTION

1. Purpose of the survey

The purpose of the survey is to provide data for the production of statistics on resident enterprises' economic relations with non-residents in the field of services. The said data shall be used for the compilation of quarterly and annual balance of payments statistics, which are considered very important in carrying out analyses of economic relations with other countries and in fulfilling Cyprus's obligations to international organisations, namely Eurostat, ECB and IMF.

2. To whom is the survey addressed.

The QSRVS is intended for legal entities residents of Cyprus, which engage in trade in services and specific goods with other countries.

3. Frequency of reporting and deadline for submission

The relevant quarterly reports should be submitted to the Central Bank of Cyprus **within 35 working days** after the end of the quarter to which they relate.

4. Time of recording of transactions

The provision of services should be recorded on an **accrual basis** in each reference period, i.e. when the service is rendered and not when the payment occurs.

5. Reporting currency

Reporting entities are required to report data **in euro**, rounded to the nearest unit.

6. Sign conversion

Data required should be reported with a plus sign with the exception of item "Goods acquired under merchanting" in FORM2, whose value should be reported with a minus sign.

7. Submission

The QSRVS survey must be submitted to the Central Bank of Cyprus electronically through the E-business platform either directly by the reporting entity or by its representative. Submission through a representative must be firstly approved by the Central Bank of Cyprus. A representative can be any resident natural or legal person, who has obtained the relevant authorisation from the Central Bank of Cyprus to submit the survey forms on behalf of the reporting entity.

8. Legal basis

The collection of the statistical data required is governed by the provisions of Regulation (EC) No 184/2005 (as subsequently amended), the Guidelines ECB/2011/23 and ECB/2013/24 (as subsequently amended), and the articles 6 (section (2) (h)), 63 and 64 of the Central Bank of Cyprus Laws of 2002-2017. It is worth noting that in the case of submission of the required data through a representative, the legal responsibility for compliance remains with the reporting entity and not the representative.

9. Confidentiality

According to the relevant EU and national legislation, the data / information provided to the Central Bank of Cyprus are covered by professional secrecy and treated as strictly confidential. The said data are used solely for statistical purposes and published only in aggregate form, without disclosing the identity of the entities to which they relate.



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10. Definition of “Resident of Cyprus”

The data submitted must be consistent with the definition of resident for statistical purposes, which was implemented on 1st July 2008. In general, an entity is considered as resident of Cyprus if:

- a) It is a legal entity registered/incorporated in Cyprus,
- b) It is a natural person, who, irrespective of citizenship, resides or intends to reside in Cyprus for at least one year.

The unofficial translation of the Definition of the Term “Resident of Cyprus for statistical purposes”, Directive of 2008 can be found on the internet at the following link:

https://www.centralbank.cy/images/media/pdf/STDRE_RESIDENTDEFINITION-2008.pdf

11. Estimates

If actual figures are not available for any item, provisional figures must be submitted on the basis of prudent estimates, in order to ensure that submission takes place within the set time limit. The actual figures should be reported as revisions, when they become available.

12. Technical information and data validations

The excel template contains several built-in controls and validations (in the form of restricted lists of values, predefined excel validations and custom-built Macros) to assist the reporting agents in the compilation and submission of valid and consistent data. The following should be noted for the successful completion and submission of the excel template:

- ❖ The various Macros which are built in the excel template are used for validation purposes and for this reason, they **should always be enabled**.
- ❖ When the space provided on the template is insufficient, the reporting entity should insert extra columns by pressing the button “**Add column**”.
- ❖ After completing the template and save the excel worksheet, internal validations built in the excel will be performed. Error messages (if any) will appear on FORM1, and will help you to detect and resolve the error. All errors must be resolved before the submission of the template to the Central Bank of Cyprus.

13. Contacts for assistance

For more information and/or clarifications regarding the completion of the QSRVS, please contact the following persons:

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II. SURVEY FORMS

The QSRVS consists of three forms, which need to be filled in and submitted by the reporting entity or its representative.

Form 1

Form 1 collects general information on the identification of the reporting entity, its activity details and the persons responsible for filling in the survey or the representative.

Validation results: submission of the survey can be effected only when validation errors do not exist. If any errors exist, a relevant message appears in your window, stating the Form where the error exists and the type of the error.

An illustration of the survey Form 1, along with the comments that accompany the cells to be filled in, is presented in page 6.

Form 2

Form 2, mainly, collects information on the exchange of services between residents and non-residents. Transactions are classified according to the type of service and by country of the non-resident counterparty.

An illustration of the survey Form 2, along with the comments that accompany the cells to be filled in, is presented in page 7.

Form 3

Form 3 aims at collecting information necessary for assessing the role of the euro as an invoicing currency in cross-border transaction in services. In this regard, the form requires the split/estimate of the total amount reported under Part I of Form 2 into EUR, USD and other currencies for both receipts and payments.



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Form 1: General Information

A	Reference date	
1	Reference quarter	1
2	Reference year	2015

Select from the dropdown list the reference quarter, i.e. 1 for Jan-Mar, 2 for Apr-June, 3 for July-Sept and 4 for Oct-Dec.

B	Identification details of the reporting entity	
	Name (as recorded in the register of the Registrar of companies)	REP COMPANY
2	Registration number	REP REGISTRATION
3	VAT number	REP VAT
4	Postal address	9999
5	Telephone number	9999
6	Fax number	9999

State the full name of the resident entity whose data is reported.

Enter the company registration number assigned by the Registrar of Companies and Official Receiver, preceded by the appropriate letter(s).

C	Details of the person responsible for filling in the survey/representative	
1	Representative's company name	REP NAME
2	Name of person responsible for filling	REP NAME
3	Postal address	9999
4	Telephone number	9999
5	Fax number	9999
6	E-mail address	A@A.com

Enter the company VAT number assigned by the Tax Authorities.

Select from the dropdown list the code that best describes the main activity of the reporting entity.

Select from dropdown list the code that best describes the institutional sector of the reporting entity.

D	Activity details of the reporting entity	
1	Economic activity code	G46 - Wholesale trade, except of motor vehicles and motorcycles
2	Institutional sector code (ESA 2010)	S122 - Deposit taking corporations, except the Central Bank
3	Is the reporting entity a special purpose entity?	N
4	Total number of employees included in the payroll	9

Select from the dropdown list whether the reporting entity is a special purpose entity (SPE).

An SPE resident in an economy, is a formally registered and/or incorporated legal entity recognized as an institutional unit, with no or little employment up to maximum of one employee, no or little physical presence, and no or little physical production in the host economy.

SPEs are directly or indirectly controlled by nonresidents.

SPEs transact almost entirely with nonresidents and a large part of their financial balance sheet typically consists of cross-border claims and liabilities.



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Central Bank of Cyprus
Eurosystem
Statistics Department

QSRVS

Version 20150630

Reporting Period: 01/2015

Ref No: REP REGISTRATION

Add Column

When space provided on the template is insufficient, insert extra columns by pressing this button.

QUESTIONNAIRE ON SERVICE PROVIDERS													
		TOTAL		By country analysis of the total									
	Code (for internal use)	Receipts from non-residents	Payments to non-residents	ZW		GR		AT		W19		Country*	
<div>Please choose the appropriate type of service. Amount should be allocated to the appropriate country of the counterparty.</div>				Receipts from non-residents	Payments to non-residents	Receipts from non-residents	Payments to non-residents	Receipts from non-residents	Payments to non-residents	Receipts from non-residents	Payments to non-residents	Receipts from non-residents	Payments to non-residents
		C	D	C	D	C	D	C	D	C	D	C	D
PART I: TYPE OF SERVICES		EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR
Manufacturing services on physical inputs owned by others													
Goods for processing in Cyprus - Goods returned (under receipts), Goods received (under payments)	SAY	0,00	0,00										
Goods for processing abroad - Goods sent (under receipts), Goods returned (under payments)	SAZ	0,00	0,00										
Maintenance and repair services	SB	0,00	0,00										
Transportation services													
Payments of freight transport by sea	SC12		0,00										
Auxiliary services to sea transport by sea	SC13	0,00	0,00										
Passenger transport by air (e.g. ticket fare, excess baggage)	SC21	0,00	0,00										
Freight transport by air (e.g. on imports and exports of goods)	SC22	0,00	0,00										
Other (e.g. catering services, cleaning services, sales/purchases of goods on aircraft)	SC23	0,00	0,00										
Payments of freight transport by other modes of transport (e.g. road, rail)	SC3C2		0,00										
Postal and Courier services													
Postal services	SC41X	0,00	0,00										
Courier services	SC42X	0,00	0,00										
Construction													
Construction abroad													
Revenue and income received by non residents for construction activity in a country other than Cyprus (e.g. for creation, renovation or extension)	SE1	0,00											
Goods and construction services acquired from the economy in the which the construction activity is being undertaken by your enterprise	SE1		0,00										
Goods and construction services acquired from an economy other than the one in the which the construction activity is being undertaken by your enterprise	SE1		0,00										
Installation services for telephone network equipment	SE1	0,00	0,00										
Wages and salaries paid to resident employees engaged in the construction activity abroad (excluding employer's social contributions)	SDA1		0,00										



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ANNEX 1

Definitions

- **Manufacturing services on physical inputs owned by others**

Manufacturing services on physical inputs owned by others includes activities such as processing, assembly, labelling and packing that are undertaken by enterprises that do not own the goods.

- **Maintenance and repair services**

Maintenance and repair services includes maintenance and repair work by residents on goods that are owned by non-residents (and vice versa). The repairs may be performed at the site of the repairer or elsewhere. Maintenance and repairs of computers are included under computer services. The value of maintenance and repairs encompasses any parts or materials supplied by the repairer and included in the price.

- **Transportation services**

Transport covers the process of carriage of people and objects from one location to another as well as related supporting and auxiliary services.

- **Freight transport**

Freight services cover the transport of objects/goods.

- **Passenger services**

This category covers all services provided in the international transport of non-residents by residents carriers and that of residents by non-residents carriers. It includes fares and other expenditure related to the carriage of passengers. They also include any taxes levied on passenger services, fares that are a part of package tours, charges for excess baggage, food, drinks or other items purchased on board carriers.

- **Other (auxiliary services)**

Other transport 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, storage and warehousing, packing and repacking, towing, pilotage and navigational aid for carriers, cleaning performed in ports and airports on transport equipment, salvage operations, and agents' fees associated with passenger and freight transport.

- **Postal and courier services**

Postal and courier services cover the pickup, transport and delivery of letters, newspapers, periodicals, brochures, other printed matter, parcels and packages. This category also includes post office counter services, such as sales of stamps, poste restante services, telegram services, and mailbox rental services.

- **Construction**

Construction covers the creation, renovation, repair, or extension of fixed assets in the form of buildings, land improvements of an engineering nature, and other engineering constructions (including roads, bridges, dams, etc). It includes related installation and assembly work, site preparation and general construction, specialised services such as painting, plumbing, and demolition, and management of construction projects. The construction contracts covered in international trade in services are generally of a short-term nature. A large-scale construction project contracted by a non-resident enterprise that takes a year or more to be completed should not be considered as services. Construction can be disaggregated into Construction abroad and Construction in the compiling economy.



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- **Construction abroad**

Construction abroad comprises the construction services provided to non-residents by enterprises resident in the compiling economy (credit/exports) and the goods and services purchased in the host economy by these enterprises (debit/imports).

- **Construction in the compiling economy**

Construction in the compiling economy comprises construction services provided to residents of the compiling economy by non-resident construction enterprises (debit) and the goods and services purchased in the compiling economy by these non-resident enterprises (credit).

- **Insurance and pension services**

Insurance and pension services comprises: Direct insurance, Reinsurance, Auxiliary insurance services, Pension and standardised guarantee services. Direct insurance is further broken down in Life, Freight and Other direct insurance. Pension and standardised guarantees are further broken down into pension services and standardised guarantee services.

- **Life insurance**

Holders of life insurance policies make regular payments to an insurer (there may be just a single payment), in return for which the insurer guarantees to pay the policy holder an agreed minimum sum or an annuity, at a given date or at the death of the policy holder, if this occurs earlier. Term life insurance, where benefits are provided in the case of death but in no other circumstances, is excluded here and included in Other direct insurance.

- **Freight insurance**

Freight insurance services relate to insurance provided on goods that are in the process of being exported or imported, on a basis that is consistent with the measurement of goods f.o.b. and freight transportation.

- **Other direct insurance**

Other direct insurance covers all other forms of casualty insurance. Included are term life insurance; accident and health insurance (unless these are provided as part of government social security schemes); marine, aviation and other transport insurance; fire and other property damage; pecuniary loss insurance; general liability insurance; and other insurance, such as travel insurance and insurance related to loans and credit cards.

- **Reinsurance**

Reinsurance is the process of subcontracting parts of the insurance risk, often to specialised operators, in return for a proportionate share of the premium income. Reinsurance transactions may relate to packages that mix several types of risks.

- **Auxiliary insurance services**

This category comprises transactions 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 adjustment services, actuarial services, salvage administration services, and regulatory and monitoring services on indemnities and recovery services.

- **Pension services**

Pension services cover the services provided by funds established to provide income on retirement and benefits for death or disability, for specific groups of employees by the government or by insurance corporations on behalf of employees.



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- **Standardised guarantee services**

Standardised guarantee services are services related to standardised guarantee schemes. They are arrangements where one party (the guarantor) undertakes to cover the losses of the lender in the event that the borrower defaults. Examples include export credit and student loan guarantees.

- **Financial services**

Financial services cover intermediary and auxiliary services, except insurance and pension fund services, usually provided by banks or other financial corporations. They include fees for deposit-taking and lending, fees for one-off guarantees, early or late repayment fees or penalties, account charges, fees related to 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. Dealers in financial instruments may charge, in full or part, for their services by having a spread between their buying and selling prices. Margins on buying and selling transactions are included in financial services.

- **Charges for the use of intellectual property**

Charges for the use of intellectual property include charges for the use of proprietary rights (such as patents, trademarks, copyrights, industrial processes and designs including trade secrets and franchises). These rights can arise from research and development, as well as from marketing and charges for licences to reproduce or distribute 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).

- **Telecommunications services**

Telecommunications services encompass the transmission of sound, images or other information by telephone, telex, telegram, radio and television cable and broadcasting, satellite, electronic mail, facsimile services etc., including business network services, teleconferencing and support services. They do not include the value of the information transported. Also included are mobile telecommunication services, Internet backbone services and on-line access services, including provision of access to the Internet.

- **Computer services**

Computer services consists of hardware and/or software-related services and data-processing services. Also included are hardware and software consultancy and implementation services; maintenance and repair of computers and peripheral equipment; disaster recovery services, provision of advice and assistance on matters related to the management of computer resources; analysis, design and programming of systems ready to use (including web page development and design), and technical consultancy related to software; licences to use non-customised software; development, production, supply and documentation of customised software, including operating systems made on order for specific users; systems maintenance and other support services, such as training provided as part of consultancy; data-processing services, such as data entry, tabulation and processing on a time-sharing basis; web page hosting services (i.e., the provision of server space on the Internet to host clients' web pages); and computer facilities management.



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- **Information services**

- **News agency services**

This category includes the provision of news, photographs, and feature articles to the media.

- **Other information services**

This category covers 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 not included under services.

- **Other business services**

- **Legal services**

This category covers legal advisory and representation services in any legal, judicial and statutory procedures; drafting services of legal documentation and instruments; certification consultancy; and escrow and settlement services.

- **Accounting, auditing, bookkeeping and tax consultancy services**

This category includes the recording of commercial transactions for businesses and others; examination services of accounting records and financial statements; business tax planning and consulting; and preparation of tax documents.

- **Business and management consulting and public relations services**

It covers advisory, guidance and operational assistance services provided to businesses for business policy and strategy and the overall planning, structuring and control of an organisation. Included are management fees, management auditing; market management, human resources, production management and project management consulting; and advisory, guidance and operational services related to improving the image of the clients and their relations with the general public and other institutions.

- **Advertising, market research and public opinion polling**

It covers the design, creation and marketing of advertisements by advertising agencies, media placement, including the purchase and sale of advertising space, exhibition services provided by trade fairs, the promotion of products abroad, market research, telemarketing, and public opinion polling on various issues.

- **Operating leasing services**

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. Operating leasing may be called rental in case of items such as buildings or equipment. Operating leasing services cover leasing (rental) and charters, without crew, of ships, aircraft, and transport equipment. Also included are operating lease payments relating to other types of equipment without an operator, including computers and telecommunications equipment.

- **Trade-related services**

Trade-related services cover commissions on goods and service transactions payable to merchants, commodity brokers, dealers, auctioneers, and commission agents.



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- **Architectural services**
This category includes transactions related to the design of buildings.
- **Engineering services**
This category includes the design, development and utilisation of machines, materials, instruments, structures, processes and systems. Services of this type involve the provision of designs, plans and studies related to engineering projects.
- **Scientific and other technical services**
Scientific and other technical services covers surveying, cartography, product testing and certification, and technical inspection services.
- **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 within this category, including the development of operating systems that represent technological advances. Also included is commercial research related to electronics, pharmaceuticals, and biotechnology.
- **Waste treatment and de-pollution**
Waste treatment and de-pollution include waste collection and disposal, remediation, sanitation, and other environmental protection services. It also includes environmental services, such as production of carbon offsets or carbon sequestration that are not classified under any more specific category.
- **Services incidental to agriculture, forestry and fishing**
This category includes agricultural services that are incidental to agriculture, such as the provision of agricultural machinery with crew, harvesting, treatment of crops, pest control, animal boarding, animal care, and breeding services. Services in hunting, trapping, forestry and logging, and fishing are also included here, as are veterinary services.
- **Services incidental to mining, and oil and gas extraction**
The said category includes mining services provided at oil and gas fields, including drilling, derrick building, repair and dismantling services, and oil and gas well casing cementing. Services incidental to mineral prospecting and exploration, as well as mining engineering and geological surveying, are also included here.
- **Other business services not included elsewhere**
Other business services include distribution services related to water, steam, gas or 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.
- **Other personal, cultural and recreational services**
 - **Audio-visual services**
Audio-visual category comprises services and associated fees related to the production of motion pictures (on film or videotape), radio and television programmes (live or on tape) and musical recordings. Included are rentals of audio-visual and related products and access to encrypted television channels (such as cable or satellite services); mass-produced audio-visual products purchased or sold for perpetual use that are delivered



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electronically (downloaded); fees received by performing artists (actors, musicians, dancers), authors, composers etc.

- **Health services**

Health services comprises services provided by doctors, nurses and paramedical and similar personnel, as well as laboratory and similar services, whether rendered remotely or on-site. Excluded is all expenditure by travellers on health.

- **Educational services**

Education services comprises services supplied between residents and non-residents relating to education, such as correspondence courses and education via television or the Internet, as well as by teachers who supply services directly in host economies.

- **Heritage and recreational services**

Heritage and recreational services includes services associated with museums and other cultural, sporting, gambling and recreational activities, except those involving persons outside their economy of residence.

- **Other personal services**

Other personal services includes social services, domestic services etc.

- **Merchanting**

Merchanting is defined as the purchase of goods by a resident from a non-resident, combined with the subsequent resale of the same goods to another non-resident without the goods being present in Cyprus.

- The goods acquired under merchanting are shown as a negative credit (receipts) of the economy of the merchant.
- The sale of goods is shown as a positive credit of the economy of the merchant. This item includes merchants' margins, holding gains and losses and changes in inventories of goods under merchanting.

- **Compensation of employees**

Compensation of employees is recorded when the employer (the producing unit) and the employee are resident in different economies. For the economy where the producing units are resident, compensation of employees is the total remuneration (including contributions paid by employers to social security schemes or to private insurance or pension funds), in cash or in kind, payable by resident enterprises to non-resident employees in return for work done by the latter during the accounting period. For the economy where the individuals are resident, compensation is the total remuneration, in cash or in kind, receivable by them from non-resident enterprises in return for work done during the accounting period. It is important to establish whether an employer-employee relationship exists; if not, the payment constitutes a purchase of services.



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ANNEX 2

Institutional sector codes (ESA 2010):

S11: the non-financial corporations sector (S.11) consists of institutional units which are independent legal entities and market producers, and whose principal activity is the production of goods and non-financial services. The non-financial corporations sector also includes non-financial quasi-corporations.

S121: the central bank subsector (S.121) consists of all financial corporations and quasi-corporations whose principal function is to issue currency, to maintain the internal and external value of the currency and to hold all or part of the international reserves of the country.

S122: the deposit-taking corporations except the central bank subsector (S.122) includes all financial corporations and quasi-corporations, except those classified in the central bank and in the MMF subsectors, which are principally engaged in financial intermediation and whose business is to receive deposits and/or close substitutes for deposits from institutional units, hence not only from MFIs, and, for their own account, to grant loans and/or to make investments in securities.

S123: the MMF subsector (S.123) consists of all financial corporations and quasi-corporations, except those classified in the central bank and in the credit institutions subsectors, which are principally engaged in financial intermediation. Their business is to issue investment fund shares or units as close substitutes for deposits from institutional units, and, for their own account, to make investments primarily in money market fund shares/ units, short-term debt securities, and/or deposits.

S124: the non-MMF investment funds subsector (S.124) consists of all collective investment schemes, except those classified in the MMF subsector, which are principally engaged in financial intermediation. Their business is to issue investment fund shares or units which are not close substitutes for deposits, and, on their own account, to make investments primarily in financial assets other than short-term financial assets and in nonfinancial assets (usually real estate).

S125: the other financial intermediaries, except insurance corporations and pension funds subsector (S.125) consists of all financial corporations and quasi-corporations which are principally engaged in financial intermediation by incurring liabilities in forms other than currency, deposits, or investment fund shares, or in relation to insurance, pension and standardised guarantee schemes from institutional units. This sector is broken in two subsectors based on the type of the entity:

- **S125A:** this subsector includes financial vehicle corporations (undertakings carrying out securitisation transactions).
- **S125W:** this sub-sector includes other financial intermediaries, except financial vehicle corporations.

S126: the financial auxiliaries subsector (S.126) consists of all financial corporations and quasi-corporations which are principally engaged in activities closely related to financial intermediation but which are not financial intermediaries themselves.

S127: the captive financial institutions and money lenders subsector (S.127) consists of all financial corporations and quasi-corporations which are neither engaged in financial intermediation nor in providing financial auxiliary services, and where most of either their assets or their liabilities are not transacted on open markets.

S128: the insurance corporations subsector (S.128) consists of all financial corporations and quasi-corporations which are principally engaged in financial intermediation as a consequence of the pooling of risks mainly in the form of direct insurance or reinsurance.



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S129: the pension funds subsector (S.129) consists of all financial corporations and quasi-corporations which are principally engaged in financial intermediation as the consequence of the pooling of social risks and needs of the insured persons (social insurance). Pension funds as social insurance schemes provide income in retirement, and often benefits for death and disability.

S13: the general government sector (S.13) consists of institutional units which are non-market producers whose output is intended for individual and collective consumption, and are financed by compulsory payments made by units belonging to other sectors, and institutional units principally engaged in the redistribution of national income and wealth.

- **S1311:** this subsector includes all administrative departments of the state and other central agencies whose competence extends normally over the whole economic territory, except for the administration of social security funds.
- **S1312:** this subsector consists of those types of public administration which are separate institutional units exercising some of the functions of government, except for the administration of social security funds, at a level below that of central government and above that of the governmental institutional units existing at local level.
- **S1313:** this subsector includes those types of public administration whose competence extends to only a local part of the economic territory, apart from local agencies of social security funds.
- **S1314:** the social security funds subsector includes central, state and local institutional units whose principal activity is to provide social benefits and which fulfil each of the following two criteria: (a) by law or by regulation certain groups of the population are obliged to participate in the scheme or to pay contributions; and (b) general government is responsible for the management of the institution in respect of the settlement or approval of the contributions and benefits independently from its role as supervisory body or employer.

S14: the households sector (S.14) consists of individuals or groups of individuals as consumers and as entrepreneurs producing market goods and non-financial and financial services (market producers) provided that the production of goods and services is not by separate entities treated as quasi corporations. It also includes individuals or groups of individuals as producers of goods and nonfinancial services for exclusively own final use.

S15: the non-profit institutions serving households (NPISHs) sector (S.15) consists of nonprofit institutions which are separate legal entities, which serve households and which are private non-market producers. Their principal resources are voluntary contributions in cash or in kind from households in their capacity as consumers, from payments made by general government and from property income.