

# Structure and format of the information register file on contractual arrangements on the use of ICT services to be submitted to Latvijas Banka

## I. Information on the file format and submission

1. A financial entity subject to the requirements of Regulation (EU) [2022/2554](#) of the European Parliament and of the Council of 14 December 2022 on digital operational resilience for the financial sector and amending Regulations (EC) No 1060/2009, (EU) No 648/2012, (EU) No 600/2014, (EU) No 909/2014 and (EU) 2016/1011 (hereinafter, DORA), in particular Article 28 thereof, shall prepare and submit to Latvijas Banka data for the register of information on all contractual arrangements on the use of ICT services provided by ICT third-party service providers in the following formats: *XBRL-CSV* (*eXtensible Business Reporting Language, comma-separated values*) or *XLSX* (*Microsoft Excel Open XML*) according to the taxonomy to be published on the website of Latvijas Banka on 1 January 2025 (<https://www.bank.lv/ta/xbrl-taksonomijas>). The file is to be submitted by:

- 1.1. credit institutions, insurance companies, central securities depositories, financial holding companies, investment management companies, investment firms, private pension funds, and regulated market operators: in the advanced security system;
- 1.2. payment institutions, electronic money institutions, and crowdfunding service providers: [in the non-bank statistics system](#) (electronic reporting system as of 1 April 2025).

## II. Generating a file

2. File name format upon submission:

- 2.1. In the advanced security system: *aaa\_yyyymmdd.zip* or *aaa\_yyyymmdd.xlsx* (*aaa\_yyyymmdd.p7m*: a zipped, encrypted, and electronically signed file extension), where:
  - 2.1.1. *aaa* – the file name prefix "DORA-RoI";

2.1.2. *yyyymmdd*: the date of generating the respective information, where *yyyy* is the year, *mm*: the month, and *dd*: the day;

2.2. in the electronic reporting system: freely chosen.

3. If the data are submitted via the advanced security system, the file shall be placed in the UNAS/OUT folder of the file exchange service after its zipping, signing, and encrypting.

4. Provide the remaining information required in the file:

4.1. *Period Start*: the date when the reporting period starts;

4.2. *Period End*: the date when the reporting period ends;

4.3. *Identifier*: the identifier of the market participant, depending on the priority:

Priority	Code	Indicator (scheme)
1.	LEI + "." + Consolidation level	<a href="https://eurofiling.info/eu/rs">https://eurofiling.info/eu/rs</a>
2.	LEI code	<a href="http://standards.iso.org/iso/17442">http://standards.iso.org/iso/17442</a>
3.	ECB EI code	<a href="http://www.ecb.europa.eu/suba_id">http://www.ecb.europa.eu/suba_id</a>
4.	Unique three-digit identifier assigned by Latvijas Banka + "." + Consolidation level	SC

The market participant shall use the code with the highest priority. If the market participant or the report type does not have a code with a higher priority, the next code in line shall be used. The code shall include the consolidation level if the report is used to report consolidated and individual-level data. For the consolidation level, use:

4.3.1. *"IND"*: at the individual level;

4.3.2. *"CON"*: at the consolidated level;

4.4. *Scheme*: an indicator as per the priority in Article 4(3);

4.5. *Currency*: EUR;

4.6. *Language*: the information field for the language of the taxonomy documentation. Cannot be changed;

4.7. *Filing indicators*: an indicator of the report for the tables of the report that must be submitted. Enter a value in the *required* field:

4.7.1. *"positive"* if the respective table needs to be submitted;

4.7.2. *"negative"* if the respective table does not need to be submitted.

5. Additional information if the file is generated in the *XLSX* file format:

5.1. The file template prepared by Latvijas Banka includes all tables that must be completed for the report. The sequence of the pages of the file and the placement of the tables on these pages may not be changed;

5.2. on the first page of the file (name: *TOC*), provide general information on the report as set out in paragraph 4.

6. For additional information, see Commission Implementing Regulation (EU) [2024/2956](#) of 29 November 2024 laying down implementing technical standards for the application of Regulation (EU) 2022/2554 of the European

Parliament and of the Council with regard to standard templates for the register of information.

### III. Response file

7. If it is impossible to decrypt a file submitted via the advanced security system, a decryption error file `NOK_name.txt`, where the *name* is the name of the received file without the file extension, shall be generated in the UNAS/IN folder of the exchange service.

8. After the processing and decryption of files placed in the UNAS/OUT folder of the advanced security system, Latvijas Banka will prepare a response file with the following naming structure: `rez_name_yyyymmddhhmmss.xlsx`, where:

8.1. *rez*:: the code that corresponds to the result of the file processing;

8.1.1. "OK": file processed successfully;

8.1.2. "NOK": file refused;

8.2. *name*:: the name of the received file with its extension;

8.3. *yyymmddhhmmss*: the time when the response was prepared, where *yyyy* is the year, *mm* the month, *dd* the day, and *hhmmss* – hours, minutes, and seconds.

9. The response file of the advanced security system shall be zipped, encrypted, electronically signed, and placed in the UNAS/IN folder of the file exchange service. After the encryption, the file name structure of the response file shall be supplemented with the zipping extension "p7m".

10. The response on files, whether successfully submitted or refused in the electronic reporting system, shall be placed in the "Correspondence" section of the electronic reporting system.