

Introduction to the Financial Services Survey: Quarterly Return of Assets and Liabilities

Purpose of this survey

This survey collects information on the assets and liabilities of your business. The information supplied forms part of the UK's National Accounts and Balance of Payments which are used by the Treasury and the Bank of England to monitor the economy.

Coverage

- Include information for the UK business named on the front of this questionnaire.
- Exclude overseas branches, subsidiaries and agencies.
- The UK consists of England, Wales, Scotland and Northern Ireland, but excludes the Channel Islands and the Isle of Man.

Information required

This questionnaire is divided into eight sections, which ask for information about:

- Section A** the reporting period
- Section B** assets
- Section C** liabilities
- Section D** transactions in financial instruments
- Section E** transactions in non-financial assets
- Section F** breakdown of financial derivatives held as assets
- Section G** breakdown of financial derivatives held as liabilities
- Section H** any substantial changes, completion time and your contact details

Basis for completion

- This questionnaire should be completed on an accruals or mark to market accounting basis and would normally utilise data from the accounting system that is used for the production of your statutory accounts.
- Please provide information only for the accounts of the business named on the front of this questionnaire. Clients assets should be excluded.
- Current prices or market values should be used.

How to complete the questionnaire

- Give the best estimate you can if you do not have exact figures.
- Leave question blank if not applicable (a zero return will be assumed). Do not use 'nil', 'n/a' or draw a line in the data.
- Read accompanying instructions before completing this questionnaire.
- The items listed under Include and Exclude are examples and should not be taken as a complete list of items.
- Round all values to the nearest £0.1 million

For example, £65,375,000 = £ , , 6 5 . 4 m

For example, £88,000 = £ , , 0 . 1 m

- Use the closing middle market spot rate on the last day of the period covered in this questionnaire if you need to convert from foreign currency to sterling.

This questionnaire will be scanned, therefore please:

- complete in **black ink**
- ensure letters and numbers are PRINTED and centered within each box
- do not use commas
- do not cross sevens or zeros

Section A - Reporting Period

This survey covers the calendar quarter [variable text]

1. Are you able to report for the quarter [variable text]?

Yes → Go to section B

No → Go to question 2 0100

2. What are the dates of the quarter that you will be reporting for?

From:

D	D	M	M	Y	Y	Y	Y

0101

To:

D	D	M	M	Y	Y	Y	Y

0102

Section B - Assets

Please provide your end balance position as recorded in your company accounts at the end of the period specified in Section A.

Section B.1 - Deposits (financial assets)

3. Questions in this section are about the financial assets of the business named on the front of this questionnaire.

At the end of the reporting period:

4. What was the value of your holdings of transferable deposits held with banks or building societies located:

Transferable deposits are deposits that can be exchanged for bank notes and coins on demand, without penalty or restriction. They can also be used directly to make payments by cheque, direct debit, bankers draft or giro.

Include:

- balances with banks or building societies held in current accounts

Exclude:

- monies held on behalf of others, such as clients
- cash holdings
- transferable deposits that are not available on demand or have limited transferability

a. in the UK:

To the nearest £0.1 million

i. in sterling? £

		,			,			.	
--	--	---	--	--	---	--	--	---	--

 m 1000

ii. in non-sterling? £

		,			,			.	
--	--	---	--	--	---	--	--	---	--

 m 1001

b. outside of the UK:

i. in sterling? £

		,			,			.	
--	--	---	--	--	---	--	--	---	--

 m 1002

ii. in non-sterling? £

		,			,			.	
--	--	---	--	--	---	--	--	---	--

 m 1003

MRK

DTU

NHC

NHC

NHC

NHC

Section B.2 - Debt securities with an original maturity of one year or less (financial assets)

8. Questions in this section are about the financial assets of the business named on the front of this questionnaire.

At the end of the reporting period:

9. Did the business named on the front of this questionnaire have any holdings of debt securities with an original maturity of one year or less?

Debt securities are negotiable instruments which serve as evidence of debt. They include:

- bonds
- negotiable certificates of deposit
- debentures
- bills
- non-participatory preferences shares
- negotiable loans that are traded on open markets

Yes → Go to question 10

No → Go to section B.3

0105

10. What was the value of your holdings of certificates of deposit issued by banks or building societies located:

a. in the UK:

To the nearest £0.1 million

i. in sterling? £ , , . m 1008

ii. in non-sterling? £ , , . m 1009

b. outside of the UK:

i. in sterling? £ , , . m 1010

ii. in non-sterling? £ , , . m 1011

11. What was the value of your holdings of Treasury Bills issued by:

a. Her Majesty's Treasury (HMT)? £ , , . m 1012

b. overseas governments? £ , , . m 1013

12. What was the value of your holdings of UK local authority debt and temporary money with local authorities?

Include:

- local authority bills

Exclude:

- local authority securities
- local authority bonds

To the nearest £0.1 million

£ , , . m 1014

NHC

13. What was the value of your holdings of commercial paper issued by banks or building societies located:

a. in the UK:

i. in sterling? £ , , . m 1015

NHC

ii. in non-sterling? £ , , . m 1016

NHC

b. outside of the UK:

i. in sterling? £ , , . m 1017

NHC

ii. in non-sterling? £ , , . m 1018

NHC

14. What was the value of your holdings of any other commercial paper issued:

a. in the UK:

i. in sterling? £ , , . m 1019

NHC

ii. in non-sterling? £ , , . m 1020

NHC

b. outside of the UK:

i. in sterling? £ , , . m 1021

NHC

ii. in non-sterling? £ , , . m 1022

NHC

Section B.4 - Loans with an original maturity of one year or less (financial assets)

27. Questions in this section are about the financial assets of the business named on the front of this questionnaire.

At the end of the reporting period:

28. Did the business named on the front of this questionnaire have any outstanding balances receivable for loans with an original maturity of one year or less?

Include:

- amounts due to this business from institutions and individuals other than banks or building societies under reverse sales repurchase agreements, gold swaps or stock borrowing

Exclude:

- loans to other businesses within your business's group structure

Yes → Go to question 29

No → Go to section B.5

0111

29. What was the outstanding balance receivable from loans with an original maturity of one year or less?

To the nearest £0.1 million

£ , , . m 1043

a. of which, in sterling? £ , , . m 1044

b. of which, in non-sterling? £ , , . m 1045

30. Of your total outstanding balance at question 29, what was the amount receivable from:

a. private individuals located in the UK? £ , , . m 1046

b. businesses located in the UK? £ , , . m 1047

c. other recipients located in the UK (such as government)? £ , , . m 1048

d. recipients located outside of the UK who are not associated or affiliated with this business? £ , , . m 1049

MRK

NHC

NHC

NHC

NHC

NHC

NHC

NHC

Section B.5 - Loans with an original maturity of more than one year (financial assets)

31. Questions in this section are about the financial assets of the business named on the front of this questionnaire.

At the end of the reporting period:

32. Did the business named on the front of this questionnaire have any outstanding balances receivable for loans with an original maturity of more than one year?

Include:

- any current assets associated with loans with an original maturity of more than one year

Exclude:

- loans to other businesses within your business's group structure

Yes → Go to question **33**

No → Go to section **B.6** 0112

33. What was the outstanding balance receivable from loans with an original maturity of more than one year?

To the nearest £0.1 million

£ , , . **m** 1050

a. of which, in sterling?

£ , , . **m** 1051

b. of which, in non-sterling?

£ , , . **m** 1052

34. Of your total outstanding balance at question 33, what was the amount receivable from:

a. private individuals located in the UK?

£ , , . **m** 1053

b. businesses located in the UK?

£ , , . **m** 1054

c. other recipients located in the UK (such as government)?

£ , , . **m** 1055

d. recipients located outside of the UK who are not associated or affiliated with this business?

£ , , . **m** 1056

35. Of your total outstanding balance at question 33, what was the amount relating to:

a. direct investment?

Direct investment is the purchase of a controlling interest in another institution which is based overseas, by a means other than the purchase of shares

To the nearest £0.1 million

£ , , . m 1057

NHC

b. loans secured on property?

£ , , . m 1058

NHC

c. finance leases?

Include hire purchase agreements

£ , , . m 1059

NHC

i. of which, UK public sector?

£ , , . m 1060

NHC

ii. of which, UK businesses?

£ , , . m 1061

NHC

iii. of which, businesses located outside of the UK?

£ , , . m 1062

NHC

d. other loans?

£ , , . m 1063

NHC

SPEC

Section B.6 - Equity, shares and units (financial assets)

36. Questions in this section are about the financial assets of the business named on the front of this questionnaire.

At the end of the reporting period:

37. Did the business named on the front of this questionnaire have any holdings of equity, shares or units in other institutions or businesses?

Equity represents the holders funds in the business that issued the equity. It entitles the holder to residual claim on the assets held by the institutions or businesses that issued the equity, after the claims of all creditors have been met.

Yes → Go to question 38

No → Go to section B.7

0113

38. What was the value of your holdings of listed equity in institutions or businesses located:

Include:

- all instruments and records that acknowledge the claim that this business has on the residual value of the institutions or businesses in which you hold equity, after the claims of all creditors have been met. This includes shares, stocks, depository receipts, participations or similar items.

Exclude:

- unlisted stocks or shares
- shares or units held in investment funds or trusts
- non-participatory preference shares. These were requested at question 23

To the nearest £0.1 million

- a. in the UK? £ , , . m 1064
- b. outside of the UK? £ , , . m 1065
- i. of which, within the EU? £ , , . m 1066

39. What was the value of your holdings of unlisted equity in institutions or businesses located:

Include:

- all instruments and records that acknowledge the claim that this business has on the residual value of the institutions or businesses in which you hold equity, after the claims of all creditors have been met. This includes shares, stocks, depository receipts, participations or similar items.

Exclude:

- listed stocks or shares
- shares or units held in investment funds or trusts
- non-participatory preference shares. These were requested at question 23

- a. in the UK? £ , , . m 1067
- b. outside of the UK? £ , , . m 1068
- i. of which, within the EU? £ , , . m 1069

Section B.7 - Derivative contracts (financial assets)

Please categorise your derivative contracts as either 'option type' or 'forward type'. Option type contracts give the purchaser the opportunity, but not the obligation to buy or sell a particular financial instrument or commodity at a pre-determined price within a specified time-span or on a certain date. When completing the questions on option type contracts please include warrants, but exclude employee stock option schemes. Forward type contracts are unconditional contracts which represent an obligation for settlement on a specified date. Forward type contracts include futures, interest rate swaps, forward rate agreements, foreign exchange swaps and cross currency interest rate swaps.

42. Questions in this section are about the financial assets of the business named on the front of this questionnaire.

At the end of the reporting period:

43. Did the business named on the front of this questionnaire have any 'in the money' derivative contracts?

Yes → Go to question 44

No → Go to section B.8

0114

44. What was the fair value of:

To the nearest £0.1 million

a. forward type derivative contracts held with a positive value? £ , , . m 1077

b. option type derivative contracts held? £ , , . m 1078

MRK

NHC

NHC

Section C - Liabilities

Please provide your end balance position as recorded in your company accounts at the end of the period specified in Section A.

Section C.1 - Debt securities (liabilities)

60. Questions in this section are about the liabilities of the business named on the front of this questionnaire.

At the end of the reporting period:

61. Had the business named on the front of this questionnaire issued any debt securities?

Debt securities are negotiable instruments which serve as evidence of debt. They include:

- bonds
- negotiable certificates of deposit
- debentures
- bills
- non-participatory preferences shares
- negotiable loans that are traded on open markets

Yes → Go to question **62**

No → Go to section **C.2**

0119

62. What was the outstanding balance from issues of commercial paper:

To the nearest £0.1 million

a. in sterling? £ , , . m 2000

b. in non-sterling? £ , , . m 2001

63. What was the outstanding balance from issues of:

a. **other debt securities with an original maturity of one year or less:**

Exclude:

- commercial paper (this should be reported at question 62)

i. in sterling? £ , , . m 2002

ii. in non-sterling? £ , , . m 2003

b. **debt securities with an original maturity of more than one year:**

Include:

- non-participatory preference shares

i. in sterling? £ , , . m 2004

ii. in non-sterling? £ , , . m 2005

Section C.2 - Loans with an original maturity of one year or less (liabilities)

64. Questions in this section are about the liabilities of the business named on the front of this questionnaire.

At the end of the reporting period:

65. Did the business named on the front of this questionnaire have any loan liabilities with an original maturity of one year or less?

Include:

- amounts owed under sales repurchase agreements, gold swaps or stock borrowing

Exclude:

- loans from other businesses within your business's group structure

Yes → Go to question 66

No → Go to section C.3

0120

66. What was the outstanding balance payable from loans with an original maturity of one year or less

To the nearest £0.1 million

£ , , . m 2006

a. of which, to banks or building societies located in the UK:

i. in sterling? £ , , . m 2007

ii. in non-sterling? £ , , . m 2008

b. of which, to others located in the UK:

i. in sterling? £ , , . m 2009

ii. in non-sterling? £ , , . m 2010

c. of which, to others located outside of the UK:

i. in sterling? £ , , . m 2011

ii. in non-sterling? £ , , . m 2012

MRK

NHC

NHC

NHC

NHC

NHC

NHC

NHC

Section C.3 - Loans with an original maturity of more than one year (liabilities)

67. Questions in this section are about the liabilities of the business named on the front of this questionnaire.

At the end of the reporting period:

68. Did the business named on the front of this questionnaire have any loan liabilities with an original maturity of more than one year?

Include:

- any liabilities associated with loans with an original maturity of more than one year

Exclude:

- loans from other businesses within your business's group structure

Yes → Go to question **69**

No → Go to section **C.4** 0121

69. What was the outstanding balance payable from loans with an original maturity of more than one year

To the nearest £0.1 million

£ , . m 2013

a. of which, to banks or building societies located in the UK:

i. in sterling? £ , . m 2014

ii. in non-sterling? £ , , . m 2015

b. of which, to others located in the UK:

i. in sterling? £ , , . m 2016

ii. in non-sterling? £ , , . m 2017

c. of which, to others located outside of the UK:

i. in sterling? £ , , . m 2018

ii. in non-sterling? £ , , . m 2019

MRK

NHC

NHC

NHC

NHC

NHC

NHC

NHC

70. Of your total outstanding balance payable at question 69, what was the amount relating to:

a. direct investment?

Direct investment is the purchase of a controlling interest in another institution which is based overseas, by a means other than the purchase of shares.....

To the nearest £0.1 million

£ , , . m 2020

NHC

b. loans secured on property?

£ , , . m 2021

NHC

c. finance leases?

Include hire purchase agreements

£ , , . m 2022

NHC

i. of which, UK public sector?

£ , , . m 2023

NHC

ii. of which, UK businesses?

£ , , . m 2024

NHC

iii. of which, businesses located outside of the UK?

£ , , . m 2025

NHC

d. other loans?

£ , , . m 2026

NHC

Section C.4 - Equity (liabilities)

71. Questions in this section are about the liabilities of the business named on the front of this questionnaire.

At the end of the reporting period:

72. Had the business named on the front of this questionnaire issued any shares or other forms of equity?

Issued equity represents the liabilities of this business to meet the claims of other institutions or individuals to whom stocks, shares, depository receipts, participation's or similar documents have been issued.

Yes → Go to question 73

No → Go to section C.5

0122

MRK

73. What was the value of:

Include:

- all instruments and records that acknowledge the claim that other institutions or individuals have on the residual value of this business, after the claims of all creditors have been met.

Exclude:

- non-participatory preference shares. These should be reported at question 63

To the nearest £0.1 million

- | | | | | | | | | | | | | |
|----|--|---|----------------------|---|----------------------|---|----------------------|---|----------------------|---|------|-----|
| a. | listed equity issued by this business in the UK? | £ | <input type="text"/> | , | <input type="text"/> | , | <input type="text"/> | . | <input type="text"/> | m | 2027 | NHC |
| b. | unlisted equity issued by this business in the UK? | £ | <input type="text"/> | , | <input type="text"/> | , | <input type="text"/> | . | <input type="text"/> | m | 2028 | NHC |
| c. | other equity issued by this business in the UK? | £ | <input type="text"/> | , | <input type="text"/> | , | <input type="text"/> | . | <input type="text"/> | m | 2029 | NHC |
| d. | equity issued by this business outside of the UK? | £ | <input type="text"/> | , | <input type="text"/> | , | <input type="text"/> | . | <input type="text"/> | m | 2030 | NHC |
| i. | of which, within the EU | £ | <input type="text"/> | , | <input type="text"/> | , | <input type="text"/> | . | <input type="text"/> | m | 2031 | NHC |

Section C.5 - Derivative contracts (liabilities)

Please categorise your derivative contracts as either 'option type' or 'forward type'. Option type contracts give the purchaser the opportunity, but not the obligation to buy or sell a particular financial instrument or commodity at a pre-determined price within a specified time-span or on a certain date. When completing the questions on option type contracts please include warrants, but exclude employee stock option schemes. Forward type contracts are unconditional contracts which represent an obligation for settlement on a specified date. Forward type contracts include futures, interest rate swaps, forward rate agreements, foreign exchange swaps and cross currency interest rate swaps.

74. Questions in this section are about the liabilities of the business named on the front of this questionnaire.

At the end of the reporting period:

75. What was the fair value of:

Exclude employee stock options

- | | | | | | | | | | | | | |
|----|---|---|----------------------|---|----------------------|---|----------------------|---|----------------------|---|------|-----|
| a. | forward type derivative contracts held with a negative value? | £ | <input type="text"/> | , | <input type="text"/> | , | <input type="text"/> | . | <input type="text"/> | m | 2032 | NHC |
| b. | liabilities in relation to option type derivative contracts? . | £ | <input type="text"/> | , | <input type="text"/> | , | <input type="text"/> | . | <input type="text"/> | m | 2033 | NHC |

76. For the business named on the front of this questionnaire, what was the value of outstanding stock options offered to employees under an employee stock options scheme?

- | | | | | | | | | | | | | |
|--|--|---|----------------------|---|----------------------|---|----------------------|---|----------------------|---|------|-----|
| | | £ | <input type="text"/> | , | <input type="text"/> | , | <input type="text"/> | . | <input type="text"/> | m | 2034 | NHC |
|--|--|---|----------------------|---|----------------------|---|----------------------|---|----------------------|---|------|-----|

Section D - Transactions in financial instruments

Please include only those transactions which relate to proprietary trading activity, own account dealing or dealing where the business named on the front of this questionnaire is the principal.

Section D.1 - Transactions in debt securities

Please provide cash values actually paid or received without adjustments for expenses. Include only outright transactions in securities; transactions under sale and repurchase agreements should be excluded. When valuing newly issued securities on which further instalments are payable, include only the amounts of instalments actually paid. Interest values that indistinguishably form part of the price of a debt security may be included.

During the reporting period:

86. What was the total value of acquisitions of:

To the nearest £0.1 million

- a. debt securities with an original maturity of one year or less? £ , , . m 3000 NHC
- b. debt securities with an original maturity of more than one year? £ , , . m 3001 NHC

87. What was the total value of disposal of:

- a. debt securities with an original maturity of one year or less? £ , , . m 3002 NHC
- b. debt securities with an original maturity of more than one year? £ , , . m 3003 NHC

Section D.2 - Transactions in equity, shares and units

Transactions in equity should be valued at the price actually paid or received, excluding expense adjustments. Fees, commission, stamp duty and other taxes should be excluded.

During the reporting period:

88. What was the total value of acquisitions of equity in UK companies?

- a. of which, listed equity? £ , , . m 3004 NHC
- b. of which, unlisted equity? £ , , . m 3005 NHC

89. What was the total value of disposal of equity in UK companies?

- a. of which, listed equity? £ , , . m 3006 NHC
- b. of which, unlisted equity? £ , , . m 3007 NHC

90. What was the total value of acquisitions of equity in companies located outside of the UK?

£ , , . m 3008 NHC

91. What was the total value of disposal of equity in companies located outside of the UK?

£ , , . m 3009 NHC

92. What was the total value of acquisitions of shares or units in:

Money market funds are trusts and funds whose investment portfolios are restricted to short-term market securities. Non-money market funds can hold any type of asset within their portfolio. An overseas trust or fund is domiciled outside of the UK.

To the nearest £0.1 million

- | | | | | | |
|---|-------------------------------------|---|-------------------------------------|---|---|
| <p>a. UK money market funds?</p> <p>b. overseas money market funds?</p> <p>c. UK non-money market funds?</p> <p>d. overseas non-money market funds?</p> | <p>£</p> <p>£</p> <p>£</p> <p>£</p> | <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> | <p>m</p> <p>m</p> <p>m</p> <p>m</p> | <p>3010</p> <p>3011</p> <p>3012</p> <p>3013</p> | <p>NHC</p> <p>NHC</p> <p>NHC</p> <p>NHC</p> |
|---|-------------------------------------|---|-------------------------------------|---|---|

93. What was the total value of disposal of shares or units in:

Money market funds are trusts and funds whose investment portfolios are restricted to short-term market securities. Non-money market funds can hold any type of asset within their portfolio. An overseas trust or fund is domiciled outside of the UK.

- | | | | | | |
|---|-------------------------------------|---|-------------------------------------|---|---|
| <p>a. UK money market funds?</p> <p>b. overseas money market funds?</p> <p>c. UK non-money market funds?</p> <p>d. overseas non-money market funds?</p> | <p>£</p> <p>£</p> <p>£</p> <p>£</p> | <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> | <p>m</p> <p>m</p> <p>m</p> <p>m</p> | <p>3014</p> <p>3015</p> <p>3016</p> <p>3017</p> | <p>NHC</p> <p>NHC</p> <p>NHC</p> <p>NHC</p> |
|---|-------------------------------------|---|-------------------------------------|---|---|

Section E - Transactions in non-financial assets

Please provide the value of acquisition costs and proceeds from disposals of non-financial assets for the period specified in Section A.

Include non-financial assets acquired under finance leases.

During the reporting period:

94. What was the total capital expenditure on major improvements and construction work for own use, or where you are responsible for its maintenance?

Include:

- new build, major refurbishments or improvements to existing buildings **for own use**, or where you are responsible for maintenance
- work contracted to constructors or arranged through agents or developers
- commercial, industrial, educational and health buildings; public monuments; and other non-residential buildings
- fittings and installations such as lifts, electrics, plumbing, heating and ventilation systems and water supply
- construction of structures such as oil wells, platforms, mines, pipes, power lines, transport infrastructure, wind farms, turbines and steel frameworks
- site improvements and other land preparation **for own use** e.g. levelling, clearance and draining of marshes
- transfer costs, stamp duties and taxes payable to acquire the asset
- architects', engineers' and surveyors' fees, legal costs, agents' commission and all professional charges
- delivery, installation and decommissioning costs

Exclude:

- current repair and maintenance costs
- expenditure on land purchased in connection with construction work
- structures that are used primarily as residences (dwellings) e.g. houses, houseboats, caravans and associated structures such as garages
- machinery and equipment
- purchase of existing structures such as oil wells, platforms, mines, pipes, power lines, transport infrastructure, wind farms, turbines and steel frameworks

To the nearest £0.1 million

a. acquisition costs? £ , , . m 3018

NHC

95. For transport equipment, what was the value of:

This is equipment for moving people and objects.

Include:

- motor vehicles
- trailers
- semi-trailers
- ships and boats
- railway, locomotives and rolling stock
- air and spacecraft related machinery
- military fighting equipment (but not weapons systems)
- motorcycles
- bicycles

To the nearest £0.1 million

a. **acquisition costs?** £ , , . **m** 3019 **NHC**

b. **proceeds from disposals?** £ , , . **m** 3020 **NHC**

96. For computer hardware and peripheral equipment, what was the value of:

Include:

- printers and terminals
- bundle software that your are unable to value separately

a. **acquisition costs?** £ , , . **m** 3021 **NHC**

b. **proceeds from disposals?** £ , , . **m** 3022 **NHC**

97. For computer software, what was the value of:

Include:

- computer programmes
- programme descriptions
- supporting materials for systems and applications software
- initial development of, and any extension of existing software
- acquisition of any copies
- labour costs associated with the development and production of software

a. **acquisition costs?** £ , , . **m** 3023 **NHC**

i. of which, produced in-house for own use? £ , , . **m** 3024 **NHC**

b. **proceeds from disposals?** £ , , . **m** 3025 **NHC**

98. For databases, what was the value of:

These are files of data that are organised to enable effective use of and access to that data.

For databases that are created exclusively for own use, the valuation should be based on the costs of the database, but these costs should exclude the cost of ongoing management of the database and any costs associated with acquiring the data held by the database.

Include:

- labour costs associated with the development and production of software

To the nearest £0.1 million

a. **acquisition costs?** £ , , . **m** 3026

NHC

i. of which, produced in-house for own use? £ , , . **m** 3027

NHC

b. **proceeds from disposals?** £ , , . **m** 3028

NHC

99. For telecommunications equipment, what was the value of:

Include:

- telephones
- fax machines
- switchboards
- CCTV equipment

a. **acquisition costs?** £ , , . **m** 3029

NHC

b. **proceeds from disposals?** £ , , . **m** 3030

NHC

Section G - Breakdown of financial derivatives held as liabilities

We require a breakdown of the value of your financial derivatives held as liabilities.

104. Did the business named on the front of the questionnaire have any financial derivatives held as liabilities?

Yes → Go to question 105

No → Go to section H

0130

MRK

105. Please provide a breakdown by sector in the table entitled 'Counterparty breakdown of financial derivatives held as liabilities'.

Please refer to 'Notes for financial derivatives held as liabilities' at the back of the questionnaire for further information to help you complete the following table for your breakdown of financial derivatives held as liabilities.

Counterparty breakdown of financial derivatives held as liabilities

Counterparty Sector	Forward type derivative contracts	Option type derivative contracts
9200	Fair value of <u>forward type derivative contracts with a negative value</u> held by this business with: To the nearest £0.1 million 9201	Fair value of <u>liabilities in relation to option type derivative contracts</u> held by this business with: To the nearest £0.1 million 9202
1. UK banks and building societies	£ <input type="text"/>	£ <input type="text"/>
2. UK money market trusts and funds	£ <input type="text"/>	£ <input type="text"/>
3. UK non-money market trusts and funds	£ <input type="text"/>	£ <input type="text"/>
4. UK financial auxiliaries, captive financial institutions and money lenders	£ <input type="text"/>	£ <input type="text"/>
5. UK financial intermediaries, except insurance corporations and pension funds	£ <input type="text"/>	£ <input type="text"/>
i. Of which, other securities dealers	£ <input type="text"/>	£ <input type="text"/>
6. UK insurance corporations and pension funds	£ <input type="text"/>	£ <input type="text"/>
7. UK private and public non-financial corporations	£ <input type="text"/>	£ <input type="text"/>
8. UK central government and UK local authorities	£ <input type="text"/>	£ <input type="text"/>
9. UK households and individuals	£ <input type="text"/>	£ <input type="text"/>
10. UK non-profit institutions serving households	£ <input type="text"/>	£ <input type="text"/>
11. Non-UK residents	£ <input type="text"/>	£ <input type="text"/>
Total value of financial derivatives reported	£ <input type="text"/> 9203	£ <input type="text"/> 9204

NNO

NNO

NNO

NNO

NNO

NNO

NNO

NNO

NNO

NNO

NNO

NNO

NNO

The total value for forward type derivative contracts should equal the value reported at Question 75.a
The total value for option type derivative contracts should equal the value reported at Question 75.b

Section H - Any substantial changes, completion time and your contact details

106. Have there been any substantial changes in the figures since the last reporting period?

Yes → Go to question 107

No → Go to question 108 0134

107. Please explain these changes below:

0003

Large empty text box for explanation of changes.

108. How long has it taken you to complete this questionnaire?

This question is voluntary

hrs 0135 mins 0136

109. Please write the details of the person we should contact if we have any queries regarding the information returned on this questionnaire.

Contact Name 0137

Position in business 0138

Telephone Number Ext 0139

Fax Number 0140

E-mail address 0141

Second line for E-mail address 0141

Thank you for completing this questionnaire.

MRK

MAE

ABB

QVA

QVA

QVE

QVF

QVI

Notes for financial derivatives held as assets and financial derivatives held as liabilities (questions 103 and 105)

Counterparty Sector Definitions

UK Money Market Trusts and Funds

UK domiciled collective investment schemes who invest primarily in highly liquid instruments e.g. bank deposits, shares or units in other money market funds, or transferable debt instruments with a residual maturity of not more than one year. They can be either open ended or closed ended in structure and may include unit trusts or investment funds.

UK Non Money Market Trusts and Funds

UK domiciled collective investment schemes who invest primarily in long term financial assets, and non financial assets e.g. real estate. They can be either open ended or closed ended in structure and may include unit trusts or investment funds.

Other Financial Intermediaries, except Insurance Corporations and Pension Funds

This includes corporations who are engaged in the provision of financial services by incurring liabilities on their own account in forms other than: currency; deposits; investment fund shares or units. It includes: corporations who engage in the securitisation of assets; security and derivative dealers; and, central clearing organisations involved in transactions relating to clearance and settlement of securities and derivatives.

Financial Auxiliaries

This covers those corporations that are engaged in activities associated with transactions in financial assets and liabilities, or with providing the regulatory context for these transactions, but do not take ownership of the financial assets and liabilities being transacted. It includes: insurance brokers; loan brokers; security brokers; investment advisers; managers of pension funds and mutual funds; and, corporations that arrange derivative and hedging instruments, but do not issue them themselves.

Captive Financial Institutions and Money Lenders

This includes financial corporations and quasi-corporations that are neither engaged in financial intermediation nor the provision of financial auxiliary services, and whose assets and liabilities tend not to be transacted on open markets. It includes: holding companies; money lenders; and special purpose entities or vehicles that raise funds in open markets for the use of their parent corporation.

UK Insurance Corporations and Pension Funds

This includes pension funds and corporations whose principal function is to provide insurance and/or reinsurance services.

UK Private and public non financial corporations

This includes corporations whose principal activity is the production of market goods or the provision of non financial services.