In accordance with Article 35, paragraph 4 of the Law on Accounting ("Official Gazette of the RS", No 62/2013) and Article 18, paragraph 1, item 3 of the Law on the National Bank of Serbia ("Official Gazette of the RS", No. 72/2003, 55/2004, 85/2005 – other law, 44/2010, 72/2012 and 106/2012), the Governor of the National Bank of Serbia hereby issues the

DECISION
ON THE LAYOUT AND CONTENT OF STATISTICAL REPORT
FOR INSURANCE UNDERTAKINGS

I.   INTRODUCTORY PROVISIONS

1. This Decision lays down the statistical report form for insurance undertakings (hereinafter: undertaking) and the contents of items in the form.

The undertaking shall draw up the statistical report and submit it to the Business Registers Agency, pursuant to provisions of the law regulating accounting, and to the National Bank of Serbia, in the manner and within the timeframe set forth by the law governing insurance, in the part pertaining to submission of financial reports.

2.   The form referred to in Section 1 hereof shall be printed together with the Decision and shall be integral part thereof (Appendix 1).

The contents of particular groups of accounts and accounts in forms referred to in paragraph 1 of this Section is set forth by the provision of the decision regulating the Chart of Accounts for insurance undertakings and the contents of specific accounts in the chart of accounts.

Amounts in the form referred to in paragraph 1 of this Section shall be stated in thousands of dinars, whereas the number of shares and employees shall be stated in whole numbers.

3.   The newly established undertaking shall state its business data for the reporting year, for the period which is shorter than or equal to a calendar year without stating the balance as at 1 January of the reporting year, or operations in the previous year.

An undertaking that has undergone a status change or is subject to bankruptcy or liquidation proceedings shall submit its annual financial statement to the Business Registers Agency stating consolidated data for the

entire reporting period, in the net amount, after offsetting the results before and after the status change.

II.   CONTENTS OF ITEMS IN THE STATISTICAL REPORT FORM

4.   The undertaking shall enter data in tables I through XI in the form referred to in Section 1 hereof.

Data shall be entered in each of the designated columns, in line with the contents of groups of accounts and accounts specified in the table.

5.   In table I. GENERAL DATA ON THE LEGAL ENTITY, under code ADP 9001 – Number of months of operation, entry shall be made of the number of months of operation in a calendar year, as a whole number from 1 to 12.

Under code ADP 9002 – Type of insurance operations, entry shall be made of an appropriate code for the type of activities, whereby code 1 shall indicate simultaneous carrying on life and non-life insurance activities, code 2 only life insurance activities, code 3 only non-life insurance activities, and code 4 reinsurance activities.

Under code ADP 9003 – Ownership code, entry shall be made of an appropriate code for statistical ownership , whereby code 1 shall indicate social ownership, code 2 private ownership, code 3 collective ownership, code 4 mixed ownership (two or more types of ownership) and code 5 state ownership.

Under code ADP 9004 – Number of foreign entities (legal entities or private individuals) holding a share in capital, entry shall be made of the number of legal entities or private individuals holding a share in the core capital of the undertaking, with headquarters abroad.

Under code ADP 9005 – Number of employees on the basis of balance as at the end of each month entry shall be made of the average number of employees in the reporting year (column 3), i.e. in the previous year (column 4.) The average number of employees shall be the sum of the number of employees at the end of each month in the accounting period, divided by the number of months of operation, and shall be expressed as a whole number.

6. In table II. GROSS CHANGES IN INTANGIBLE INVESTMENTS, PROPERTY, PLANT AND EQUIPMENT AND BIOLOGICAL ASSETS, under code ADPs 9006 through 9020 entries shall be made of data from the

account group 01 and/or 02 relating to the opening balance, changes during the year (purchases, reductions and revaluations) and the closing balance, whereby in column 4 entry shall be made of gross amounts, in column 5 of value adjustments and in column 6 of net amounts.

7. In table III. STRUCTURE OF CORE AND OTHER CAPITAL WITH SHARE PREMIUM, under code ADPs 9021 through 9027, except under 9022, entries shall be made of the balance of appropriate accounts in group 30, while under code ADP 9022 entry shall be made of the part pertaining to share capital in foreign ownership. Under code ADP 9028 – Total, entry shall be made of the sum of amounts stated in items ADP 9021 through 9027.

8. In table IV. STRUCTURE OF SHARE CAPITAL, under code ADPs 9029 and 9031 entries shall be made of the absolute number of ordinary and/or preferred shares at the end of the current year (column 4) and the previous year (column 5).

Under codes ADP 9030 and 9032 entries shall be made of the nominal value of ordinary and/or preferred shares, and shall be a product of the number of shares and the nominal value per share.

Under code ADP 9033 – Total, entry shall be made of the total nominal value of shares, and shall be equal to the amount of share capital under code ADP 9021.

9. In table V. RECEIVABLES AND LIABILITIES, under code ADP 9034 – Receivables, entry shall be made of the balance of account groups 20, 21 and 22 at the end of the current and/or the previous year.

Under code ADP 9035 – Liabilities from operation, entry shall be made of the balance on account groups 43 and 44 at the end of the current, and/or the previous year.

Under code ADP 9036 – Receivables on other insurance undertakings for compensation of damage on own property during the year, entry shall be made of the total value of receivables on other insurance undertakings for compensation of damage during the year (increase – debit transactions without opening balance of the account 226).

Under code ADP 9037 – VAT – previous VAT, entry shall be made of the total previous annual amount of VAT as per tax calculation and tax returns.

Under code ADP 9038 – Liabilities from operation, entry shall be made of credit transactions without opening balance for account groups 43 through 46.

Under codes ADP 9039 through 9041 entry shall be made of the total annual liabilities for salaries and compensations – increase during the year (credit transactions without opening balance) for accounts 450, 451 and 452.

Under code ADP 9042 – Liabilities for dividends and share in profit, entry shall be made of the total annual amount of calculated dividends and share in the operating result according to the distribution of results during the year (increase during the year – credit transactions without opening balance).

Under code ADP 9043 – Liabilities to individuals for contracted compensation, entry shall be made of the increase in liabilities to individuals from contracts during the year (credit transactions without opening balance) presented in account 462.

Under code ADP 9044 – VAT liabilities, entry shall be made of the total annual VAT amount, as per calculation and tax returns.

10. In table VI. COSTS AND OTHER EXPENDITURE, entries shall be made in columns 4 and 5, according to the content of accounts in column 1.

Under code ADP 9046 – Fuel and energy costs, entry shall be made of the amount posted to account 541.

Under code ADP 9047 – Cost of salaries and compensation (gross), entry shall be made of the amount posted to account 550.

Under code ADP 9048 – Cost of taxes and contributions on salaries and wages payable by employer, entry shall be made of the amount posted to account 551.

Under code ADP 9049 – Cost of contracted compensation to individuals (gross), entry shall be made of the sum of balances on accounts 552 through 555, which indicate total expenditure on account of special service contracts, work-for-hire contracts, contracts on temporary and casual appointments and other contracts.

Under code ADP 9050 – Cost of remunerations to the manager and/or members of managing and supervisory bodies, entry shall be made of the amount posted to account 556.

Under code ADP 9051 – Other personal expenses and compensation, entry shall be made of the amount posted to account 559.

Under code ADP 9052 – Costs of production services, entry shall be made of the amount posted to account 542.

Under code ADP 9053 – Rental costs, entry shall be made of the amount posted to a separate account within account 542 referring to rental costs, while code ADP 9054 – Costs of land rental shall separately indicate the cost of land rental.

Under code ADP 9055 – Research and development costs, entry shall be made of the amount posted to an appropriate separate account within account 542.

Under code ADP 9056 – Costs of depreciation and provisions, entry shall be made of the cumulative amount posted to account group 53.

Under code ADP 9057 – Costs of insurance premiums, entry shall be made of the amount posted to account 545.

Under code ADP 9058 – Costs of payment transactions, entry shall be made of the amount posted to account 547.

Under code ADP 9059 – Membership fees, entry shall be made of the amount posted to an appropriate separate account within account 549.

Under codes ADP 9060 and 9061 entries shall be made of the amounts of expenses for taxes and/or contributions posted to appropriate parts of account 546.

Under code ADP 9062 – Interest expenses (to third parties), entry shall be made of the amount posted to account 562.

Under code ADP 9063 – Interest expenses and partial financial expenditure, entry shall be made of the amount posted to account 562, as well as the calculated annual amount of all types of interest on liabilities to parent, subsidiary and related legal entities posted to accounts 560 and 561.

Under code ADP 9064 – Interest on loans from banks and other financial institutions, entry shall be made of the amount posted to a part of account 562 which refers to interest on loans, as well as, if any, interest on loans from banks on account of liabilities to parent, subsidiary and related legal entities posted to accounts 560 and 561.

Under code ADP 9065 – Expenses for humanitarian, scientific, religious, cultural, healthcare, educational and sports purposes and environmental protection, entry shall be made of the annual amount of expenses for these purposes posted to analytical accounts within account 549.

11. In table VII. INCOME, entries shall be made in columns 4 and 5 according to the content of accounts specified in column 1.

Under code ADP 9067 – Income from insurance premiums, entry shall be made of the insurance premium income in the amount posted to appropriate accounts of group 60 and/or 61.

Under code ADP 9068 – Income from other premiums, subsidies, grants, recourse, compensation and tax refunds, entry shall be made of the income stated in accounts 640 and 642.

Under code ADP 9069 – Income from donations under specified conditions, entry shall be made of the amount posted to account 641.

Under code ADP 9070 – Rental income, entry shall be made of the amount posted to accounts 608 and 653.

Under code ADP 9071 – Income from commission, entry shall be made of the amount posted to accounts 606, 650 and 651.

Under code ADP 9072 – Interest income , entry shall be made of the amount posted to account 662, as well as , if any, interest on receivables from parent, subsidiary and related legal entities posted to accounts 660 and 661.

Under code ADP 9073 – Income from interest on accounts and deposits in banks and other financial institutions, entry shall be made of the amount posted to account 662 in the part relating to interest from deposits, as well as, if any, interest on deposits related to receivables from parent, subsidiary and related legal entities posted to accounts 660 and 661.

Under code ADP 9074 – Income from dividends and share in profit received, entry shall be made of the amount posted to appropriate parts of accounts 665 and 669, as well as income from dividends and share in profit received from parent, subsidiary and other related legal entities which is posted to accounts 660 and 661.

12. In tables VIII through XI, data shall be entered in columns 4 and 5, according to the content of accounts specified in column 1, according to item descriptions given in column 2 (ADP 9076 – 9111).

III. FINAL PROVISION

13. This Decision shall be published in the "RS Official Gazette" and shall enter into force on 31 December 2014.

Decision No.32   Governor of the

 9 December 2014   National Bank of Serbia

B e l g r a d e   Dr. Jorgovanka Tabaković, sgd.

Appendix 1

To be filled in by the insurance undertaking		
Identification number	Activity code	TIN

Name:

Head office:

STATISTICAL REPORT
FOR 20___

I. GENERAL DATA ON THE LEGAL ENTITY

DESCRIPTION	ADP code	Current year	Previous year
1	2	3	4
Number of months of operation (1 to 12)	9001		
Types of insurance operations (1 to 4)	9002		
Ownership code (1 to 5)	9003		
Number of foreign entities (legal entities or private individuals) holding a share in capital	9004		
Number of employees on the basis of balance as at the end of each month (whole number)	9005		

II. GROSS CHANGES IN INTANGIBLE INVESTMENTS, PROPERTY, PLANT AND EQUIPMENT AND BIOLOGICAL ASSETS

(RSD thousand)

Account group, account	DESCRIPTION	ADP	Gross	Value adjustment	Net (amt. 4 - 5)
1	2	3	4	5	6
01	**Intangible investments**				
	Opening balance	9006			
	Increase (purchases) during the year	9007			
	Reduction during the year	9008			
	Revaluation	9009			
	Closing balance (9006 + 9007 - 9008 + 9009)	9010			
part of 02	**Property, plant and equipment**				
	Opening balance	9011			
	Increase (purchases) during the year	9012			
	Reduction during the year	9013			
	Revaluation reserves	9014			
	Closing balance (9011 + 9012 - 9013 + 9014)	9015			
part of 02	**Biological assets**				
	Opening balance	9016			
	Increase (purchases) during the year	9017			
	Reduction during the year	9018			
	Revaluation	9019			
	Closing balance (9016 + 9017 - 9018 + 9019)	9020			

III. STRUCTURE OF CORE AND OTHER CAPITAL WITH SHARE PREMIUM

(RSD thousand)

Account group, account	DESCRIPTION	ADP	Current year	Previous year
1	2	3	4	5
300	Share capital	9021		
	of which foreign capital	9022		
301, 302	Share of mutual insurance undertakings	9023		
303	State capital	9024		
304	Socially owned capital	9025		
305	Premium on issue of shares	9026		
309	Other capital	9027		
	TOTAL (9021 + 9023 + 9024 + 9025 + 9026 + 9027)	9028		

IV. STRUCTURE OF SHARE CAPITAL

(RSD thousand/number of shares as a whole number)

Account group, account	DESCRIPTION	ADP	Current year	Previous year
1	2	3	4	5
	Ordinary shares			
	Number of ordinary shares	9029		
part of 300	Nominal value of ordinary shares – total	9030		
	Preferred shares			
	Number of preferred shares	9031		
part of 300	Nominal value of preferred shares – total	9032		
	TOTAL – nominal value of shares (9030 + 9032 = 9021)	9033		

V. RECEIVABLES AND LIABILITIES

(RSD thousand)

Account group, account	DESCRIPTION	ADP	Current year	Previous year
1	2	3	4	5
20, 21, 22	Receivables (closing balance)	9034		
43, 44	Liabilities from operation (closing balance)	9035		
226	Receivables on other insurance undertakings for compensation of damage on own property during the year (debit transactions without opening balance)	9036		
26	VAT – previous VAT (annual amount as per tax returns)	9037		
43, 44, 45, 46	Liabilities from operation (credit transactions without opening balance)	9038		
450	Liabilities for net salaries and compensation, except refundable compensation (credit transactions without opening balance)	9039		
451	Liabilities for taxes on salaries and compensation charged to employees (credit transactions without opening balance)	9040		
452	Liabilities for contributions on salaries and compensation charged to employees (credit transactions without opening balance)	9041		
476, 477	Liabilities for dividends and share in profit received (credit transactions without opening balance)	9042		
462	Liabilities to individuals for contracted compensation (credit transactions without opening balance)	9043		
471	VAT liabilities (annual amount as per tax returns)	9044		
	Checksum (9034 to 9044)	9045		

VI. COSTS AND OTHER EXPENDITURE

(RSD thousand)

Account group, account	DESCRIPTION	ADP	Current year	Previous year
1	2	3	4	5
541	Fuel and energy costs	9046		
550	Cost of salaries and compensation (gross)	9047		
551	Cost of taxes and contributions on salaries and wages payable by employer	9048		
552, 553, 554 and 555	Contracted compensation to individuals (gross)	9049		
556	Costs of remunerations to the manager and/or members of managing and supervisory bodies	9050		
559	Other personal expenses and compensation	9051		
542	Costs of production services	9052		
part of 542	Rental costs	9053		
part of 542	Costs of land rental	9054		
part of 542	Research and development costs	9055		
53	Costs of depreciation and provisions	9056		
545	Costs of insurance premiums	9057		
547	Costs of payment transactions	9058		
part of 549	Membership fees	9059		
part of 546	Tax expenses	9060		
part of 546	Contribution expenses	9061		
562	Interest expenses (to third parties)	9062		
part of 560, part of 561 and 562	Interest expenses and partial financial expenditure	9063		
part of 560, part of 561 and part of 562	Interest on loans from banks and other financial institutions	9064		
part of 549	Expenses for humanitarian, scientific, religious, cultural, healthcare, educational and sports purposes, and environmental protection	9065		
	Checksum (9046 to 9065)	9066		

VII. INCOME

(RSD thousand)

Account group, account	DESCRIPTION	ADP	Current year	Previous year
1	2	3	4	5
part of 60, part of 61	Income from insurance premiums	9067		
640, 642	Income from other premiums, subsidies, grants, recourse, compensation and tax refunds	9068		
641	Income from donations under specified conditions	9069		
608, 653	Rental income	9070		
606, 650, 651	Income from commission	9071		
part of 660, part of 661 and 662	Interest income	9072		
part of 660, part of 661 and part of	Income from interest on accounts and deposits in banks and other financial institutions	9073		

662				
part of 660, part of 661 part of 665 and part of 669	Income from dividends and share in profit received	9074		
	Checksum (9067 to 9074)	9075		

VIII. STRUCTURE OF INVENTORIES

(RSD thousand)

Account group, account	DESCRIPTION	ADP	Current year	Previous year
1	2	3	4	5
10	Material, spare parts and small inventory items written off in the moment of use	9076		
13	Remaining insured damaged goods	9077		
part of 14	Assets held for trading obtained by collection of receivables	9078		
	Checksum (9076 to 9078)	9079		

IX. STRUCTURE OF PREMIUMS BY SECTOR

(RSD thousand)

Account group, account	DESCRIPTION	ADP	Current year	Previous year
1	2	3	4	5
part of 60, part of 61	Income from premiums collected from domestic undertakings	9080		
part of 60, part of 61	Income from premiums collected from domestic individuals	9081		
part of 60, part of 61	Income from premiums collected from domestic entrepreneurs	9082		
part of 60, part of 61	Income from premiums collected from domestic government institutions	9083		
part of 60, part of 61	Income from premiums collected from domestic financial institutions	9084		
part of 60, part of 61	Income from premiums collected from domestic non-profit organisations and foundations	9085		
part of 60, part of 61	Income from premiums collected from foreign individuals	9086		
part of 60, part of 61	Income from premiums collected from foreign legal entities	9087		
part of 60, part of 61	Income from premiums collected from European financial institutions and development organisations	9088		
part of 60, part of 61	Income from premiums collected from international financial institutions and development organisations	9089		
	Checksum (9080 to 9089)	9090		

X. STRUCTURE OF DAMAGE BY SECTOR

(RSD thousand)

Account group, account	DESCRIPTION	ADP	Current year	Previous year
1	2	3	4	5
part of 51, part of 52	Expenses of damage compensation and contracted amounts to domestic undertakings	9091		
part of 51, part of 52	Expenses of damage compensation and contracted amounts to domestic individuals	9092		
part of 51, part of 52	Expenses of damage compensation and contracted amounts to domestic entrepreneurs	9093		
part of 51, part of 52	Expenses of damage compensation and contracted amounts to domestic government institutions	9094		
part of 51, part of 52	Expenses of damage compensation and contracted amounts to domestic financial institutions	9095		
part of 51, part of 52	Expenses of damage compensation and contracted amounts to domestic non-profit organisations and foundations	9096		
part of 51, part of 52	Expenses of damage compensation and contracted amounts to foreign individuals	9097		
part of 51, part of 52	Expenses of damage compensation and contracted amounts to foreign legal entities	9098		
part of 51, part of 52	Expenses of damage compensation and contracted amounts to European financial institutions and development organisations	9099		
part of 51, part of 52	Expenses of damage compensation and contracted amounts to international financial institutions and development organisations	9100		
	Checksum (9091 to 9100)	9101		

XI. STRUCTURE OF DIVIDENDS

(RSD thousand)

Account group, account	DESCRIPTION	ADP	Current year	Previous year
1	2	3	4	5
part of 476	Dividends paid out to domestic undertakings	9102		
part of 476	Dividends paid out to domestic individuals	9103		
part of 476	Dividends paid out to domestic government institutions	9104		
part of 476	Dividends paid out to domestic financial institutions	9105		
part of 476	Dividends paid out to domestic non-profit organisations and foundations	9106		
part of 476	Dividends paid out to foreign individuals	9107		
part of 476	Dividends paid out to foreign legal entities	9108		
part of 476	Dividends paid out to European financial institutions and development organisations	9109		
part of 476	Dividends paid out to international financial institutions and development organisations	9110		
	Checksum (9102 to 9110)	9111		

In _____,

on _____

Legal representative of
insurance undertaking

_____