

*Please
correct
if necessary*

BALANCE OF PAYMENTS STATISTICS
RESIDENT SHIPPING LINES QUESTIONNAIRE
CALENDAR YEAR ENDING DECEMBER

Authority:

The data that is being requested in this questionnaire is in terms of the Malta Statistics Authority Act 2000.

Confidentiality:

The Malta Statistics Authority Act guarantees the strict confidentiality of all information collected. The requirement of confidentiality also applies to all officials of the Central Bank of Malta delegated to assist the National Statistics Office in the compilation of balance of payments statistics.

Purpose:

The data is required to prepare statements on both Malta's balance of payments (BOP) transactions as well as the international investment position (IIP).

Guidelines:

1. Filing of Reports:

Kindly send the completed form to the National Statistics Office, Lascaris, Valletta within **three weeks** of receipt. If you need any assistance you may contact the BoP unit on telephone number 25997269. The reports may be submitted electronically in the form or format set by the National Statistics Office. **The name in capital letters, e-mail address, telephone number and fax number of the authorized official should be duly filled at the end of the questionnaire.**

2. Reporting Entity:

This report should be completed on a consolidated basis in respect of the enterprise named on the form and any of its subsidiaries **in Malta**. When consolidation is not possible, the company/companies that is/are not consolidated may be surveyed separately. The respondent is requested to provide the names of both the consolidated and unconsolidated companies in the space provided below.

Name of subsidiaries not consolidated in this report:

Name of subsidiaries consolidated in this report:

3. Subsidiaries and affiliates:

Please report those transactions in which the reporting company has some ownership interest. A subsidiary is a company in which the reporting company owns a majority of the voting shares. An affiliate is a company in which the reporting company owns between 10% and 50% of the voting rights.

4. Geographical detail:

Kindly identify the country with which the transactions have taken place. When this is not possible, please estimate.

5. Structure of BOP 22SME

Part 1 and Part 2 – Assets and Liabilities

Country - report the country of residence of the creditor or debtor in the case of loans and deposits. For portfolio investment report the country of residence of the issuer, while for foreign direct investment report the country of residence of the foreign direct investor.

Beginning of period - report the opening position of the market value of the foreign financial claims and liabilities of the reporting enterprise and its domestic subsidiaries (if reported on a consolidated basis) at the beginning of the financial year.

Increase due to transactions - report those transactions relating to the acquisition of the reporting enterprise's financial claims on and/or liabilities to non-residents.

Decrease due to transactions - report those transactions relating to the disposal of the reporting enterprise's financial claims on and/or liabilities to non-residents.

Other changes - report all other differences in value relative to the data in the submitted report. It is advisable to provide separate clarification for substantial amounts. Examples include any market price change, exchange rate changes, other sorts of reclassifications, debt forgiveness etc.

End of period - report the closing position of the market value of the foreign financial claims and liabilities of the reporting enterprise and its domestic subsidiaries (if reported on a consolidated basis) at the end of the financial year.

Parts 3, 4, 5 and 6 – Income, Shipping Services, Business Services and Transfers

Country - report the country of residence of the non-resident transacting parties.

Receipts from non-residents - include amounts received or receivable for services (and transfers) provided to non-residents for which payment is made directly to the reporting enterprise by any non-resident entity.

Payments to non-residents - include amounts paid or payable for services (and transfers) provided by non-residents and paid for directly by the reporting enterprise.

Part 7 – Appendices

Appendix A – Whenever the country in **Parts 1 and 2** of the questionnaire comprise more than one country for a particular instrument, please fill in Appendix A. The **row number** of the respective instrument shown in Parts 1 and 2 of the questionnaire should be shown in the first column (row number) of Appendix A.

Appendix B – Whenever the country in **Parts 3, 4, 5 and 6** of the questionnaire comprise more than one country for a particular instrument, please fill in Appendix B. The **row number** of the respective instrument shown in Part 3, 4, 5 and 6 of the questionnaire should be shown in the first column (row number) of Appendix B.

6. Explanatory notes regarding rows to be filled in:

6.1. Long-term non-resident investment in Malta

In row 1 “Called-up share capital (of non-residents) – 10% or more” report holdings of more than 10% ordinary shares held by non-residents in the reporting enterprise. Any share premium should also be recorded.

In row 2 “Loans” report those financial liabilities created through the direct borrowing of funds (including financial leases) by the reporting enterprise (borrower) from its foreign parent (row 2a); from its subsidiaries and affiliates abroad (row 2b); and from other non-residents with an original maturity of more than one year (row 2c).

In row 3 “Reinvested earnings by non-residents” comprise foreign shareholders’ share of **retained profits/accumulated losses** and other reserves in the reporting entity.

In row 4 “Called-up share capital (of non-residents) – 9% or less report holdings of 9% or less of ordinary shares held by non-residents in the reporting enterprise. Any share premium should also be recorded.

In row 5 “Bonds and debentures” report any bonds or debentures issued by the reporting enterprise and held by non-residents.

In row 6 “Other long-term investment by non-residents” include any other long-term external liability not specified above.

6.2. Long-term investment abroad by Maltese resident reporting entity

In row 7 “Equity investment abroad in subsidiaries and affiliates – 10% or more” report equity investment in a non-resident enterprise in which the reporting entity owns 10% or more of the ordinary shares. This includes those entities that are subsidiaries, associates and branches either directly or indirectly owned by the reporting entity.

In row 8 “Loans” report those financial assets created through the direct lending of funds (including financial leases) by the reporting enterprise (lender) to its foreign parent (row 8a); to its subsidiaries and affiliates abroad (row 8b); and to other non-residents with an original maturity of more than one year (row 8c).

In row 9 “Reinvested earnings abroad” comprise any **undistributed profits and accumulated losses** in subsidiaries abroad.

In row 10 “Equity securities” include equity securities invested **directly** abroad. Any equity securities invested through a local investment service provider should be **excluded**.

In row 11 “Bonds and notes” include bonds and notes invested **directly** abroad. Any bonds and notes invested through a local investment service provider should be **excluded**.

In row 12 “Other long-term investment abroad” include any other long-term asset not specified above.

6.3. Short-term assets with non-residents

In row 13 “Short-term investments, loans and advances to non-residents” include any investments abroad (e.g. money market paper) and loans to non-residents with an original maturity of less than one year.

In row 14 “Term deposits in foreign banks and other institutions abroad” include all claims reflecting evidence of deposit other than transferable deposits. Any overdrafts should be reported in row 17.

In row 15 “Receivables accounts” include any outstanding foreign debtors from the foreign parent which owns 10% or more of the ordinary shares in the reporting enterprise (row 15a); from a subsidiary or affiliate in which the reporting company owns 10% or more of the ordinary shares (row 15b); and from other non-residents (row 15c).

In row 16 “Other short-term assets abroad” include any other short-term assets not listed above.

6.4. Short-term liabilities to non-residents

In row 17 “Short-term loans and overdrafts from non-residents” include any loans and overdrafts provided from non-residents with an original maturity of less than one year.

In row 18 “Payable accounts” include any outstanding foreign creditors with the foreign parent which owns 10% or more of the ordinary shares in the reporting enterprise (row 18a); with a subsidiary or affiliate in which the reporting company owns 10% or more of the ordinary shares (row 18b); and with other non-residents (row 18c).

In row 19 “Other short-term liabilities to non-residents” include any other short-term liabilities not listed above.

6.5. Income transactions with non-residents

In row 20 “Dividends” report any dividends earned from the ownership of stock (shares) or equivalent equity interest in enterprises (row 20b); and any dividends paid from the profits generated by the reporting enterprise to the foreign direct investor owning 10% or more (row 20a). Also report any dividends received - e.g. from equity securities held abroad and paid, - e.g. to the foreign investor in the reporting enterprise owning 9% or less (row 20c).

In row 21 “Interest” report any interest received/paid from/to foreign parent owning 10% or more in the reporting enterprise (row 21a); subsidiaries and affiliates (row 21b); and other non residents including the foreign investor in the reporting enterprise owning 9% or less (row 21c).

6.6. Shipping Services - Revenues

In row 22 “Passenger fares (including baggage fees) less refund sold abroad” include passenger fares earned from non-residents by the reporting enterprise and its subsidiaries. Also include revenue earned from accompanied luggage (excess baggage). Earnings should be recorded on a gross basis – that is, before any deduction of commissions on ticket sales. Such commissions should be regarded as expenses and reported under row 43.

In row 23 “Charter hire (with crew) of aircraft to foreign operators” report amounts earned from non-residents on rentals (or operational leases) of sea craft to foreign operators with crew for limited periods such as a single voyage. Earnings should be recorded on a gross basis - that is, before any deduction of commissions. Such commissions should be regarded as expenses and reported under row 43.

In row 24 “Charter hire (without crew) of aircraft to foreign operators” See note 26. However, include only revenue on operational lease of sea craft without crew to foreign operators.

In row 25 “Deposits and progress payments effected by non-residents during the period under review” include any deposit and progress payments received on sale of sea craft to non-residents.

In row 25 “Other revenue provided in seaports and other terminal facilities” report any other revenue (not specified elsewhere) earned from non-residents.

6.7. Shipping Services - Payments

In row 27 “Passenger fares (including baggage fees) less refunds sold on behalf of other non-resident shipping lines” report passenger fares sold on behalf of non-resident shipping lines. Payments should be recorded on a gross basis – that is, before any deduction of commissions on ticket sales. Such commissions should be regarded as receipts and reported under row 43.

In row 28 “Charter hire (with crew) of aircraft paid to foreign operators” report payments associated with charter transportation with crew.

In row 29 “Charter hire (without crew) of aircraft paid to foreign operators” report payments associated with charter transportation equipment without crew.

In row 30 “Fuel and other supplies” report fuel and other supplies purchased abroad.

In row 31 “Port dues paid in foreign ports” report any port dues incurred abroad.

In row 32 “Deposits and progress payments effected to non-residents during the period under review” include any deposit and progress payment effected to non-residents on the purchase of sea craft/s.

In rows 33 “Other payments made in seaports and other terminal facilities” report any other payments (not specified elsewhere) made to non-residents.

6.8. Business Services

In row 34 “Accounting, auditing, book-keeping and tax consultancy services” include those activities related to accounting, bookkeeping and tax consultancy services.

In row 35 “Advertising, market research and public opinion polling” include design, creation, marketing, placement and purchase of advertisement, trade fair exhibition services and promotion, market research and public opinion polls.

In row 36 “Architectural, engineering and other technical services” include architectural design of urban and other development projects, planning, project design and supervision. Surveying, product testing and certification, and technical inspection services should also be included.

In row 37 “Business and management consultancy and public relations services” include planning, organisation cost projecting and human resource management.

In row 38 “Commissions” include any commissions and agency fees earned or paid from/to non-residents.

In row 39 “Communication services” include telecommunications (broadcasting, satellite, electronic mail etc.), postal, courier, newspaper and magazine delivery services. Please split as indicated.

In row 40 “Compensation of employees” include wages, salaries and other benefits in cash or in kind, earned by individuals – in economies other than those in which they are resident – for work performed for (and paid by) residents of those economies; together with contributions paid by employers on behalf of employees to social security schemes or to private insurance or pension funds to secure benefits for employees. Employees include seasonal or other short-term workers who have a centre of economic interest in their own economies.

In row 41 “Computer and information services” include data base development, storage and on-line series facilities, data processing, tabulation processing services (on a time-share or specific basis) and processing management services, hardware consultancy, software design, development and customised implementation and programming, maintenance and repairs of computers and peripheral equipment; and news agency services. Please split as indicated.

In row 42 “Financial services” include fees for intermediation services such as lending, financial leasing, letters of credit, bankers acceptances, lines of credit, foreign exchange transactions and travellers’ cheques transactions, commissions and fees associated with security brokerage, placements of issues, underwriting, redemption, swaps, options and commodity futures and portfolio and other financial management fees.

In row 43 “Insurance services” include insurance premiums and claims for insurance placed directly abroad by the reporting enterprise.

In row 44 “Legal services” include legal advice, representation and documentation services.

In row 45 “Operational leasing” include leasing of machinery and equipment.

In row 46 “Repairs and maintenance” include any repairs and maintenance payments effected to non-residents during the period under review.

In row 47 “Research and development services” include basic and applied research, laboratory and other services related to new business, products and materials.

In row 48 “Royalties and license fees - (acquisition of)” include purchase and sale of patents, copyrights, trademarks, industrial processes, franchises, etc. Fees associated with the use of any such items should be classified in row 54.

In row 49 “Royalties and license fees - (service charge)” include fees associated with the use of patents, copyrights, industrial processes, designs, etc. and licensing agreements associated with manuscripts, paintings, sculptures, etc.

In row 50 “Other services” include any other services not specified elsewhere, transacted between residents and non-residents. Please specify in the appropriate cells.

6.9. Transfers

In row 51 “Grants” include any grants received from/paid to non-residents.

In row 52 “Taxes” include any taxes paid to non-residents as well as any refund of taxes from abroad. Interest charges on the late payment of taxes should also be included.

In row 53 “Penalties and fines” include any fines or penalties received/paid by the reporting enterprise.