

Note: This is a translation, for the original document see the Dutch version.

De Nederlandsche Bank N.V.  
Statistics  
Other Financial Intermediaries  
Statistics

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[www.dnb.nl/en/](http://www.dnb.nl/en/)

Trade Register 3300 3396

**Re:**

Test with reporting period Q4 2018

*Your AFM ID for the manager is: [Your AFM ID is indicated in the original letter]*

Dear Members of the Board,

As announced in our earlier correspondence<sup>1</sup>, we will migrate the ESMA AIFMD manager and fund reports (AIFMD reports) to the Digital Reporting Portal (DLR) as of reporting date 31 December 2019. In order to ensure the migration process runs as smoothly as possible for you, we offer you the opportunity to conduct a test run with the DLR before the actual migration date. This letter is to inform you of this unique testing opportunity.

You are not obliged to run the test, but we strongly recommend it. It will reduce the likelihood of you encountering unexpected problems during your first obligatory submission of AIFMD reports through the DLR portal. Please note that the testing opportunity will only be available in the DLR portal until 20 December 2019.

**Only XML files will be accepted**

Filing AIFMD reports in the DLR will be different from e-Line DNB. Your AIFMD reports must be in XML format in accordance with the specifications of the European Securities and Markets Authority (ESMA). You can either set up a process for XML file generation or purchase the appropriate software, which is available from various vendors. We advise that you do so at your earliest convenience, given the time this will take.

**Using the eHerkenning authentication system**

You will need to log onto the DLR using eHerkenning. In order to access the DLR, you need to have an active eHerkenning login token. eHerkenning supports different assurance levels, and to use the DLR you need at least a level 3 login token. To file reports for the AIFMD, only the manager needs to have the appropriate eHerkenning service authorisation, so the individual funds do not require this authorisation. Once you log in as the manager, fund reporting will also be available in the DLR environment.

If you already have an eHerkenning token at the appropriate security level, you will only need to include the "DNB reports" service.

**Date**

24 October 2019

**Your reference**

**Our reference**

T050-1343562272-2087

**Handled by**

**Annexes**

<sup>1</sup> <https://www.dnb.nl/en/statistics/digital-reporting-portal/supervisory-reports/investment-firms-and-fund-managers/aifmd-esma/index.jsp> (See under Correspondence: "05-07-2019 Overgang AIFMD van rapportageportaal e-Line DNB naar Digitaal Loket Rapportages")

**Date**

24 October 2019

**Our reference**

T050-1343562272-2087

**Testing**

The DLR contains two test reporting requirements for the year 2018. One of these is the test requirement for the manager's report. The other one is a funds report. Please note that we use a fictitious fund and manager here for the duration of the test.

Use your eHerkenning login token to log into the DLR portal. Select the test reporting requirement with reporting date 31 December 2018, and submit your test report by uploading the XML file you generated. When you have submitted the XML file, we will validate whether it meets the XML Schema Definition (XSD), as set by the ESMA. In addition, we check whether the following data in your report have been entered correctly.

- AIFM National Code: (AFM manager ID)
- AIF National Code: (AFM Fund ID)
- The period reported

Your AFM manager ID is: *[Your AFM ID is indicated in the original letter]*

Fill in this code where your "AIFM National Code" is requested. For the purpose of the test, your AIF National Code is the same as your AIFM National Code.

Before the actual transition to the DLR takes place, we will inform you about the AIF National Code for the funds you manage.

After you have submitted a test report, we will send you a validation report which will show whether we found any errors in the test report. If any such errors were found, you should correct them and resubmit your test report. If the status of your test report is set to "Completed", your test report submission was successful. Test reports are not sent to the ESMA, which means the ESMA does not further process the submission. Therefore, please note that a successful test report does not necessarily imply no errors would have been found by ESMA. The regular AIFMD report submissions, as of reporting period Q4 2019, will also be validated by ESMA. If errors are found, you will need to correct them with a resubmission.

A more detailed description of these steps is provided in the DLR User Manual on our website<sup>2</sup>.

**Questions**

If you have any questions further to this letter, please contact the supervisory team of the Other Financial Intermediaries Statistics department by telephone at +31 20 524 3102 or by email at [aifmd.rap@dnb.nl](mailto:aifmd.rap@dnb.nl). See the website of eHerkenning<sup>3</sup> for questions about the login procedure.

Yours faithfully,  
De Nederlandsche Bank N.V.

<sup>2</sup>See <https://www.dnb.nl/en/statistics/digital-reporting-portal/general/index.jsp> under Downloads, "09/11/2019 DLR User Manual (version 4)"

<sup>3</sup> <https://eherkenning.nl/english>