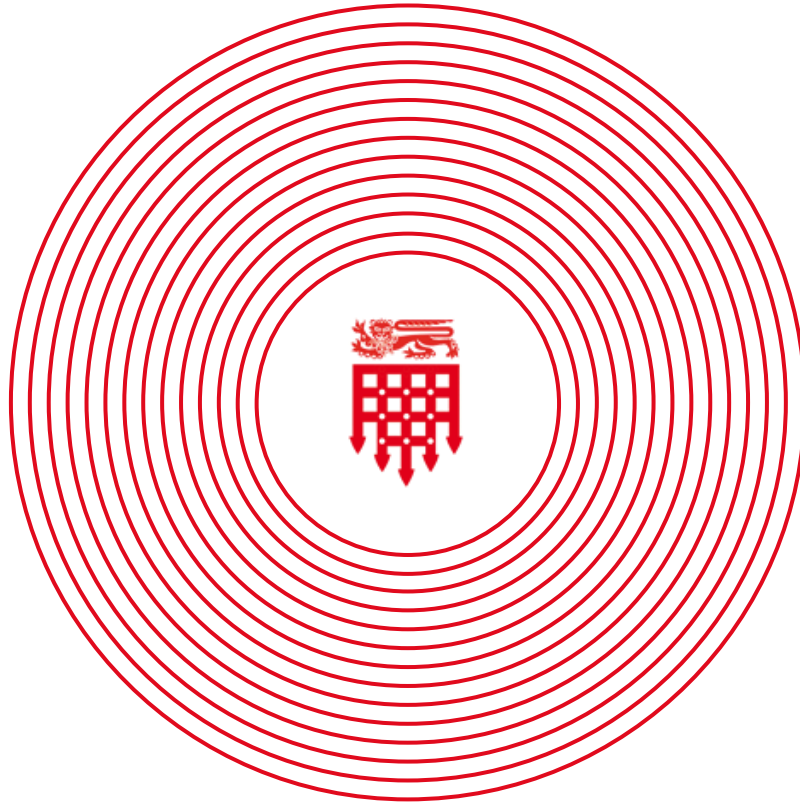




Jersey Bank Depositors  
Compensation Board



## **Jersey Deposit Compensation Scheme** SCV Specification

**Version:** 2.1

**Date:** 09/07/2020

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# 1. Introduction

## 1.1. Background

- 1.1.1. The Jersey Deposit Compensation Scheme (JDCS) provides protection for deposits placed in Jersey in the event of a bank insolvency or other similar financial event, and is a part of the island wide infrastructure to maintain confidence in the financial system in Jersey and to ensure the best interests of consumers are protected.
- 1.1.2. The JDCS has the ability to pay out compensation to depositors up to a compensation limit following the default of a covered deposit taker.
- 1.1.3. A key aspect of the JDCS's ability to provide this protection is a requirement for deposit takers to develop the capability to provide detailed information on their depositors and accounts quickly in the event of a deposit taker failure.
- 1.1.4. The Single Customer View (SCV) files are a standardised aggregation format for eligible depositors and accounts, and are defined in a set format by which this information must be provided. The provision of SCV files is designed to facilitate a faster and more accurate payout to the covered depositors.
- 1.1.5. This specification provides the detailed technical requirements for the SCV files and the depositor eligibility criteria required to populate the files. It also provides guidance on the treatment of different account and depositor types which may be present in a firm's depositor or account portfolio.
- 1.1.6. In creating this specification, the below key principles have been followed. These principles can be applied for each depositor individually to help resolve ambiguity or novel situations not explicitly addressed within this specification (note that all depositors are treated equally, and that any prioritisation of depositor accounts is to take place within a depositor's account holdings, not across different depositors):
  1. Minimising the time it takes to compensate a depositor, for example by allocating compensation to accounts that can be settled via straight through processing (STP), known as Simple Accounts;
  2. Maximising the value of the compensation paid to a customer, for example by maximising the compensation attributable to Simple Accounts; and
  3. Minimising the level of effort needed to be expended on dealing with complex cases for a given depositor. For example, a depositor may have their compensation allocated from their Simple Accounts first. This will reduce the chance that any Complex Accounts which they may hold contain attributable compensation, therefore reducing the need for investigation in this case.

## 1.2. Scope

- 1.2.1. This document is intended for:
  - Banks authorised to accept deposits in Jersey;
  - Building societies authorised to accept deposits in Jersey; and
  - Branches of deposit taking institutions established in third countries authorised to accept deposits in Jersey.
- 1.2.2. This document does not address:
  - Funding requirements for the JDCS from firms.

### 1.3. Legal Basis

- 1.3.1. The key role and purpose of the JDCS and requirements of the firms covered by the JDCS protection is as detailed in the *Banking Business (Depositors Compensation) (Jersey) Regulations 2009*.
- 1.3.2. The requirement for firms to be able to submit depositor and account holding information to the JDCS in a specified electronic format is as detailed in the *Banking Business (Depositors Compensation) (Amendment No. 2) (Jersey) Regulations 2020*.
- 1.3.3. The underlying terminology related to everyday banking activities and concepts is as detailed in the *Banking Business (Jersey) Law 1991*.

### 1.4. Contact

- 1.4.1. The JDCS will look to notify relevant trade authorities when updates are made to this document.
- 1.4.2. A deposit taker may request additional information or clarification on any matter in this document by emailing the JDCS on [info@jdcs.je](mailto:info@jdcs.je), subject to the disclaimer below.

### 1.5. Disclaimer

- 1.5.1. This document has been produced as a specification to the SCV requirements requested by the JDCS.
- 1.5.2. This document supersedes and replaces any previous versions of this specification.
- 1.5.3. The JDCS will look to ensure that this document is kept under review and is updated as and when required.
- 1.5.4. The JDCS cannot provide formal legal advice, and will not provide opinions or comments on legal regulatory requirements.
- 1.5.5. The JDCS does not accept responsibility for any errors or omissions in this document, or any act resulting from them.
- 1.5.6. If a deposit taker has any doubts or questions concerning a specific regulatory requirement, they should seek their own independent legal advice.

## 2. Reporting Requirements

### 2.1. SCV File Submission

- 2.1.1. The SCV files must be provided to the JDCS upon request by the JDCS.
- 2.1.2. All firms must be able to produce and submit a set of electronic SCV files, regardless of the number of depositors or accounts held.

### 2.2. SCV Report Submission

- 2.2.1. Alongside the SCV files, firms must complete and submit a SCV Report, detailing the production, review, and high level summary of the SCV files.
- 2.2.2. The SCV Report must be produced in the fixed format as set out in the SCV Report template which accompanies this specification.
- 2.2.3. The SCV Report may be requested at any time, and the request may not accompany a request for the submission of the SCV files.
- 2.2.4. When requested, the SCV Report must be signed by a representative of the Board of Directors or other governing body of the firm confirming that the SCV files and process are in line with the requirements as detailed in this JDCS SCV Specification. This may be either a physical or electronic signature.
- 2.2.5. The SCV Report must be named as a concatenation of the firm's reference number, the firm's name, and 'SCV Report', for example '123456 – Jersey Bank Ltd – SCV Report'. Any file extension may be used.
- 2.2.6. Any attachments to the SCV Report must be clearly marked with the firm's reference number, name, and the title of the document, for example '123456 – Jersey Bank Ltd – Supplier Details'. Any file extension may be used.

### 2.3. Timing

- 2.3.1. All firms must be able to produce and submit their SCV files within 24 hours of receiving a request for submission. This 24 hour period is taken to commence upon close of business on the day on which the request is received.
- 2.3.2. All firms must be able to update and submit their signed SCV Report within 48 hours of receiving a request for submission. This 48 hour period is taken to commence upon close of business on the day on which the request is received.
- 2.3.3. It is recommended that the SCV Report be review regularly and updated if required so as to reduce the work required to update the report upon request for submission.
- 2.3.4. The 24 hour timeline for the submission of SCV files will apply both at weekends and on public holidays, as in the event that the scheme is invoked firms must have the technical capability to produce SCV files throughout a resolution weekend or at any other point in the insolvency process.
- 2.3.5. However, the JDCS notes that they do not anticipate that routinely requesting SCV file submission outside of standard operating hours Monday to Thursday in business as usual scenarios.
- 2.3.6. In rare cases, the JDCS may request the submission of an unsigned SCV Report within 24 hours. This 24 hour period is taken to commence upon close of business on the day on which the request is received.

## 2.4. File Security

- 2.4.1. The JDCS considers the security of the generation, receipt, usage, and destruction of the SCV files to be of paramount importance, and has implemented the appropriate steps to ensure that the personal details of depositors are protected at all times.
- 2.4.2. All firms must be able to transfer their SCV files via one of the following transfer methods:
- Secure File Transfer Protocol (SFTP); or
  - Through a future HTTPS submission portal.
- 2.4.3. Other transmission methods may be considered upon application by the authorised deposit taking firm.
- 2.4.4. Queries and requests for technical information around the security protocols in place may be submitted to or discussed with the JDCS as each firm see appropriate.

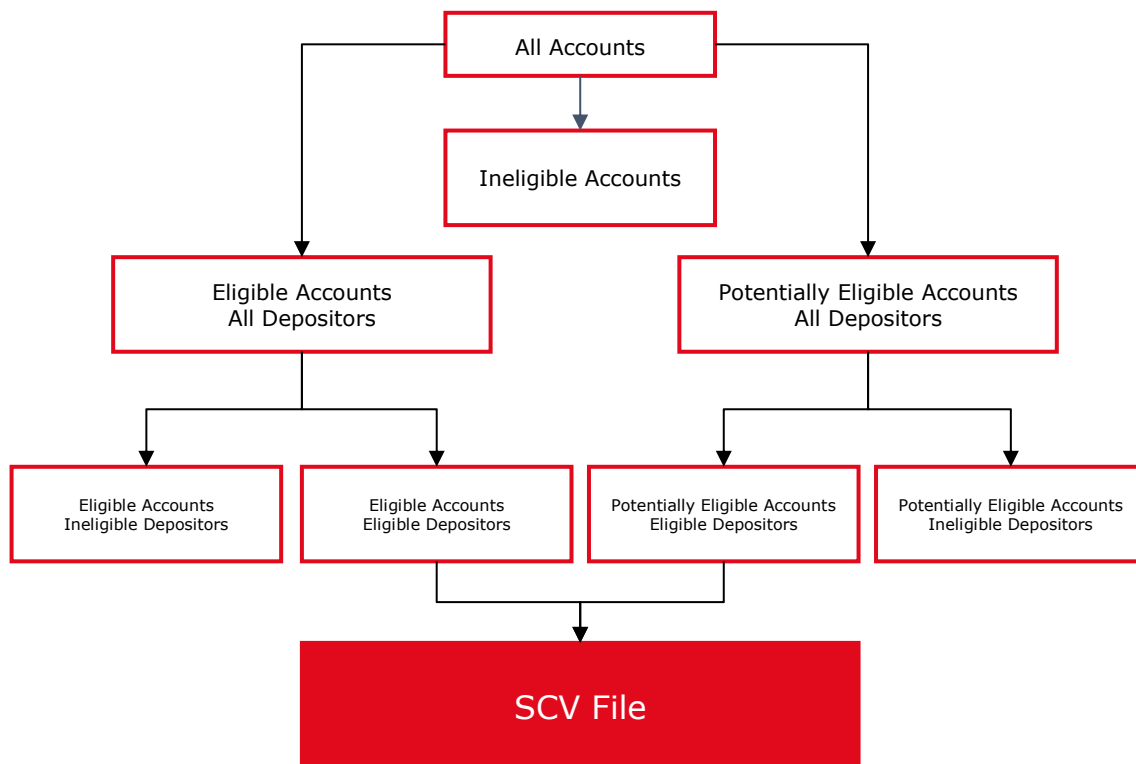
## 2.5. Specification Coverage

- 2.5.1. Where a firm does not hold any eligible deposits, there is no requirement to produce SCV files or a SCV Report.
- 2.5.2. Where a firm does not hold any eligible deposits, they must confirm this to the JBDCB in writing through an annual attestation.
- 2.5.3. If a firm starts to accept eligible deposits, they would be liable for the production of SCV files and a SCV Report. In this instance, this must be raised to the JBDCB as soon as possible to agree implementation timelines and expectations.

## 3. Eligibility

### 3.1. Overview

- 3.1.1. The SCV files must contain all depositors and deposit accounts that are considered to be 'eligible' for compensation as a single, consistent view of a depositor's eligible deposits.
- 3.1.2. Depositors and accounts that are considered 'ineligible' for compensation must not be included in the SCV files.
- 3.1.3. All depositor and accounts must be classified in terms of eligibility and treated in the appropriate way as per the diagram below.



### 3.2. Depositor Eligibility

- 3.2.1. All depositors must be categorised as either eligible or ineligible.
- 3.2.2. A depositor holding a deposit in a deposit account is considered to be an 'eligible depositor' if they are:
- A natural person and the deposit is held for the person's own benefit;
  - A natural person and the deposit is held on behalf of a child of the person, or of a child for whom the person has parental responsibility;
  - The executor or administrator of the estate of a deceased person and the deposit represents the whole or part of the proceeds of the estate of the person;
  - A registered charity, under the meaning of the *Charities (Jersey) Law 2014*; or
  - Community Savings Ltd.
- 3.2.3. Where an account is held by multiple parties, each party is considered an independent depositor and must be assessed independently.

- 3.2.4. Where a person is acting on behalf of children or estates, they are considered to be a separate eligible depositor acting in respect of each child or estate.
- 3.2.5. Where a person is acting on behalf of a child or an estate, the ownership of the deposit remains an asset of the child or the estate of the deceased person. In this situation, the named person would be regarded as a representative bringing a compensation claim on behalf of the child or the estate of the deceased person. Thus the claim would be considered to be separate from any claim which the person may be making on their own behalf.
- 3.2.6. Where a depositor is deceased but probate has not yet been granted the depositor remains the deceased person.
- 3.2.7. A depositor may be considered 'ineligible' for many reasons. This includes, but is not limited to, depositors holding a deposit in a deposit account if they are:
- A corporate entity;
  - A public authority;
  - A financial institution or credit union;
  - An internal depositor; or
  - A depositor convicted of money laundering.
- 3.2.8. The JDCS cannot advise deposit takers on depositor eligibility. A firm must seek its own independent legal advice as the eligibility of a particular depositor where required.
- 3.2.9. There is no requirement to flag depositor eligibility in a specific depositor eligibility field, as the SCV files must only contain depositors who are considered eligible for compensation.
- 3.2.10. If the depositor is deceased and the estate is awaiting probate then the customer status must be flagged as "Awaiting Probate".
- 3.2.11. All depositors must be assigned one or more codes to identify their status. The status codes are proscribed and denote particular matters that the JDCS wish to be made aware of.
- 3.2.12. The matters the JDCS wish to currently identify are as follows:
- Data Quality
    - Missing name;
    - Missing address;
    - None of the above
  - Customer Concerns
    - Sanctioned;
    - Money laundering;
    - Awaiting probate;
    - None of the above
  - Customer contact
    - Gone away/returned post;
    - Correspondence requirements (braille, audio, etc);
    - None of the above



### 3.3. Account Eligibility

- 3.3.1. All accounts must be categorised as either eligible or ineligible.
- 3.3.2. An account is considered to be the means by which the deposit is held on behalf of the depositor.
- 3.3.3. A deposit is considered under the terms of the *Banking Business (Jersey) Law 1991*, Article 2, to be a sum of money paid on terms:
- Under which it will be repaid, with or without interest or a premium, either on demand or at a time or in circumstances agreed by or on behalf of the person making the payment and the person receiving it; and
  - Which are not referable to the provision of property or services or the giving of security.
- 3.3.4. An eligible deposit is considered to be a deposit taken by and held in a bank account held in Jersey on behalf of an eligible depositor or a potentially eligible beneficiary. Any product which does not meet this definition is not eligible for compensation and must not be included in the SCV files.
- 3.3.5. A deposit may be considered 'eligible' for many reasons. Products which are typically considered to be eligible deposits include, but are not limited to the following account types:
- Current accounts;
  - Notice accounts;
  - Savings accounts;
  - Deposit accounts; or
  - Fixed term deposit accounts.
- 3.3.6. Structured deposits where the return depends on the performance of a stock market or other index are not considered to be eligible deposits.
- 3.3.7. The eligible deposit accounts must be denominated in currencies recognised and managed by a central bank, i.e. accounts based on crypto currencies, commodities or other non-central bank managed currencies are considered to be ineligible.
- 3.3.8. The JDCS cannot advise deposit takers on product or account eligibility. A firm must seek its own independent legal advice as the eligibility of a particular product or in qualifying the definition of a particular product as a deposit where required.
- 3.3.9. A given depositor may hold accounts which are both eligible and ineligible. Only their eligible accounts must be included in the SCV files. Their ineligible accounts must not be included in the SCV files.
- 3.3.10. All accounts must be assigned one or more codes to identify their status. The status codes are proscribed and denote particular matters that the JDCS wish to be made aware of.
- 3.3.11. The matters the JDCS currently wish to identify are as follows:
- Legally disputed;
  - Internally dormant;
  - Legally dormant;
  - Beneficiary account (held for a child or estate of a deceased person);
  - Data quality issues; or

- None of the above apply.

3.3.12. A given depositor may hold both accounts which are considered suitable for straight through payment and those which are considered not suitable for straight through payment.

## 4. SCV File Structure

### 4.1. SCV File Format

#### 4.1.1. Overview

4.1.1.1. The SCV files contain the information required for a depositor payout to be completed in the event that the Deposit Compensation Scheme is invoked.

4.1.1.2. The SCV files comprise two key tables:

- Table 1 (Depositor Details)

This table contains the personal, address, and compensation information needed to identify the depositor whose deposits are protected.

- Table 2 (Account Details)

This table contains the account information for a given depositor. Table 2 may contain multiple records for each depositor depending on the number of account holdings a depositor holds.

#### 4.1.2. Depositor Details File

4.1.2.1. All depositor information must be held on the same single row in Table 1 (Depositor Details).

4.1.2.2. Each depositor record contains an SCVID that is a unique identifier for that depositor.

4.1.2.3. The SCVID provides a link to the depositors' account holding records in the Account Details file.

4.1.2.4. Each SCVID must appear only once in Table 1 (Depositor Details).

4.1.2.5. Every depositor in Table 1 (Depositor Details) should have at least one corresponding entry in Table 2 (Account Details), linked by the SCVID.

#### 4.1.3. Account Details File

4.1.3.1. Each account holding must have a single record in the accounts file

4.1.3.2. Where a depositor has more than one account holding, Table 2 (Account Details) table must be completed for each account holding.

4.1.3.3. A SCVID may appear more than once in Table 2 (Account Details) if the depositor has more than one account holding.

4.1.3.4. Every account holding in Table 2 (Account Details) must have a corresponding entry in Table 1 (Depositor Details), linked by the SCVID.

#### 4.1.4. Shared Accounts / Account Holdings

4.1.4.1. The portion of an account belonging to a particular depositor is called the account holding.

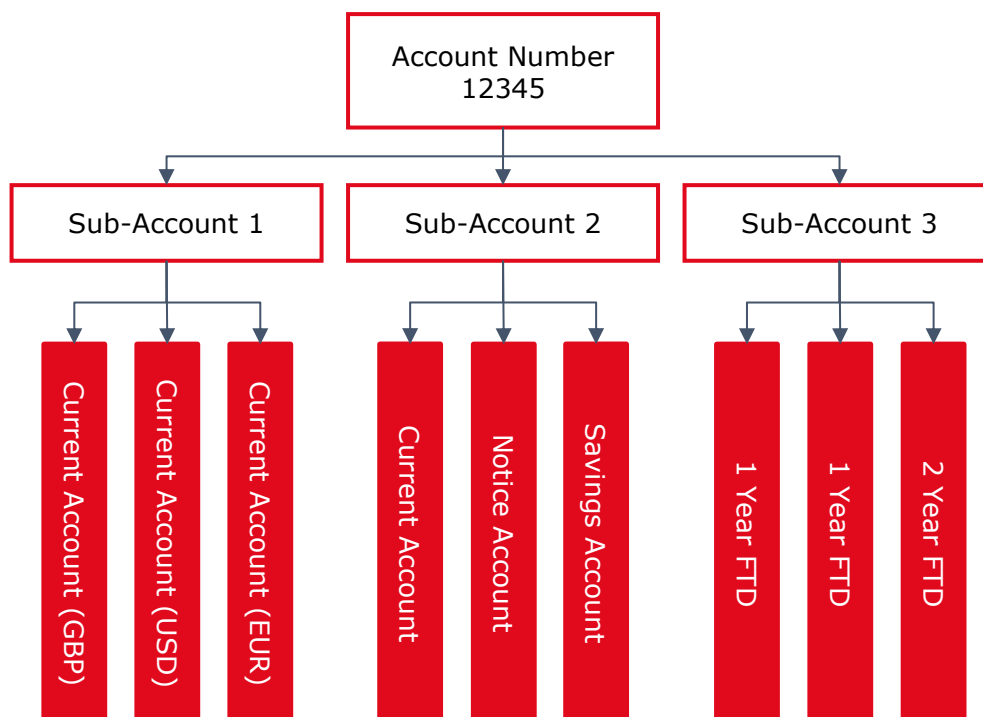
4.1.4.2. For accounts held by a single depositor the account holding is 100% of the account.

4.1.4.3. Where an account is held by more than one depositor (a Shared Account), the Shared Account must be split into individual account holdings; one for each participant. Each account holding has an individual line in the Account Details table.

- 4.1.4.4. The *Account Holding Indicator* field is used to identify the number of account holdings an account has been split into that are included in the Account Details file, for example 2 if it is a joint account, or 1 if it is held by a single depositor.
- 4.1.4.5. If an account had three account holders, it would be split into 3 account holdings, however if 1 of those account holdings belonged to an ineligible depositor then the account holding indicator would be 2.
- 4.1.4.6. The balance populated in the *Account Balance* fields (original currency and GBP) must be the appropriate account holding part of the full account balance. For example, two depositors with a joint account of balance £20,000 would each have a record in the Account Details file with *Account Balance GBP* £10,000 and *Account Holder Indicator* of 2 (assuming both were eligible).
- 4.1.4.7. The balance in a shared account must be split equally between all account holders, unless the terms of the account set out an unequal distribution of balance between the holders, in which case the designated distribution must be used.
- 4.1.4.8. Where the balance in a shared account has been split between multiple account holdings, it is recognised that there may be rounding issues. In this case it is expected that all account holdings will be rounded up to the nearest penny. It is possible for the sum of the account holdings to be more than the original account balance amount by a few pence.

#### 4.1.5. Accounts With Sub Structure

- 4.1.5.1. It is recognised that firms may use a variety of account structures across their deposit portfolio. Some of these accounts may hold more than one deposit, potentially across more than one type of product. These 'sub-accounts' may be grouped under the same high level account number, but are often segregated into different 'pots' and used to categorise objectives, such as providing regular fixed income, or for long term investing, for example. This type of account structure is particularly prevalent for high net worth or other non-high street retail depositors.
- 4.1.5.2. For the purposes of SCV, it is important to consider how the account and deposits are viewed by the customer in determining the way in which they are included in the SCV files. For example:



- 4.1.5.3. Where an account holds more than one deposit balance, it is expected that these are treated as separate account holdings for the purpose of SCV and are included as separate line items in the SCV Account Details file. The account number populated in the Account Number field may be a concatenation of the original 'main' account number and a unique identifier for the account sub-component to identify the individual cases. For example:

SCVID	Account Number	Product Type	Account Balance GBP	Account Balance Original Currency	Account Currency
101	12345-1-GBP	Current Account	500.00	500.00	GBP
101	12345-1-USD	Current Account	614.96	800.00	USD
101	12345-1-EUR	Current Account	225.45	260.56	EUR
101	12345-2-001	Current Account	10000.00	10000.00	GBP
101	12345-2-002	Notice Account	5000.00	5000.00	GBP
101	12345-2-003	Savings Account	30000.00	30000.00	GBP
101	12345-3-001	1 Year FTD	500.00	500.00	GBP
101	12345-3-002	1 Year FTD	800.00	800.00	GBP
101	12345-3-003	2 Year FTD	100.00	100.00	GBP

#### 4.1.6. Field Population

- 4.1.6.1. All fields specified in the field specification must be provided by the firm in the SCV files.
- 4.1.6.2. Fields must appear in the same order as in the field specification.
- 4.1.6.3. No additional fields may be included in the SCV files other than those specified in the field specification.
- 4.1.6.4. The SCV fields must be delimited with a pipe symbol ('|') (ASCII code 124). The pipe symbol may not be used within any fields unless it is within a textual field that is encapsulated within quotation marks (") (ASCII code 34).
- 4.1.6.5. The SCV fields must not be fixed length.
- 4.1.6.6. The SCV fields must be of length less than or equal to the maximum field length specified in the field specification. Where source data is longer than this maximum field length, data must be truncated to the maximum field length. If this would cause integrity issues with the field in question based on the firm's source data, this must be flagged to and discussed with the Deposit Compensation Scheme for further instructions.
- 4.1.6.7. Where no data is held for a given field the field must still be provided even though the field may be blank, so that the SCV files have a standardised structure.
- 4.1.6.8. Fields marked as 'mandatory' must be populated for all depositors or accounts in the SCV files.
- 4.1.6.9. Fields marked as 'mandatory where held' must be populated for all depositors or accounts in the SCV files where the data is already held in an electronic format. If the information is held but in a non-electronic format (for example as a photocopy of a passport) there is no requirement to include the data or transcribe into electronic systems.

#### 4.1.7. Zero Balance Accounts

- 4.1.7.1. Where a depositor holds an account with zero balance, this must still be included in the SCV files.

4.1.7.2. Where a depositor holds only one account, which has a zero balance, this depositor and account must still be included in the SCV files.

#### 4.1.8. Negative Balance Accounts

4.1.8.1. Where a depositor holds an account with a negative balance, this must still be included in the SCV files.

#### 4.1.9. Interest Treatment

4.1.9.1. The values inserted to the *Account Balance* fields (original currency and GBP) must be the sum of the principal amount, plus any interest or premium attributable, taken at the close of business on the day on which the SCV files have been requested.

4.1.9.2. If the account holds a structured product where the return on investment is not determined until maturity, the value inserted in the *Account Balance* fields (original currency and GBP) must be the sum of the principal amount, plus any contractual minimum return, plus any interest accrued since the start date of the product.

#### 4.1.10. In-Flight Transactions

4.1.10.1. End of day processes that might apply in-bound receipts to deposit accounts are expected to be run as normal before the SCV files are produced.

4.1.10.2. Any in-bound transactions held within suspense accounts (including funds received by the bank but not yet posted to the depositor's account) are expected to be applied to depositors' accounts in the event of a default prior to the creation of the SCV file.

4.1.10.3. End of day processes that remove amounts from a depositors accounts, for example to pay standing orders or settle direct debits, must not be run in the event of a default prior to the creation of the SCV file, or afterwards.

4.1.10.4. Payments taken from a depositors account that have not entered the payment system (for example one has been credited to an internal suspense account), should be reapplied to a depositor's account in the event of a default prior to the creation of the SCV file.

4.1.10.5. The values inserted to the *Account Balance* fields (original currency and GBP) must be the total value which has been credited to the depositor's account as available, regardless of whether the firm has received the value of any transactions completed.

#### 4.1.11. Technical Formatting

4.1.11.1. The SCV files must be provided as two separate .csv files, one for each of the Depositor Details and Account Details tables.

4.1.11.2. The SCV files must be created using the following technical formatting:

Requirement Type	Requirement	Notes
Character Set	ASCII	ASCII 8 bit.
Code Page	858	Allows for many special characters.
Field Delimiter		Pipe (ASCII decimal code 124).
Field Length	Variable	As per the field specification below.
Field Names	Not Required	Field names not required. Field order must be as per the field specification below.
Field Encapsulation	Not Required	Field encapsulation not required, unless the   symbol is within the field value in which case encapsulation in quotes is required (ASCII decimal code 34).

Requirement Type	Requirement	Notes
Line End Indicator	CRLF	Carriage Return Line Feed (CRLF) (ASCII decimal code 013 followed by ASCII decimal code 010).
Prohibited Characters	ASCII decimal codes 000 – 031	Any ASCII characters less than 32 within a field. For example, no tabs or carriage returns or EOF must be within fields.

#### 4.1.12. File Names

4.1.12.1. The SCV files must follow the following naming convention:

- Depositor Details: *xxxxxx-YYYYMMDDHHMMSS-Depositor.csv*
- Account Details: *xxxxxx-YYYYMMDDHHMMSS-Account.csv*

The firm must put their registration number in place of *xxxxxx*, and the date and time at which the file was created is put in place of *YYYYMMDDHHMMSS*.

#### 4.1.13. File Headers

4.1.13.1. The SCV files must contain a header row detailing the file contents.

4.1.13.2. There is no requirement to include field names in the SCV files as the file structure is standardised.

4.1.13.3. The SCV Depositor Details file must have a file header containing the following information, delimited by the pipe character ('|'):

File Header Element	Data Type	Length	Description
Firm Registration Number	Numeric	6	The registration number of the firm producing the SCV files.
Firm Name	Alphanumeric	100	The name of the firm producing the SCV files.
File Creation Datetime	Numeric	14	The date and time on which the file was produced. Must be the same as the datetime in the file name. The datetime format must be 'YYYYMMDDHHMMSS'.
File Type	Alpha	1	Whether the file is a depositor or account file. For the Depositor Details file this field must be populated with 'D'.
Unique SCVID Count	Numeric	9	The number of unique depositors in the file (should be the number of rows in the file excluding header and footer rows).
Total Aggregate Balance GBP	Decimal(14,2)	15	The sum of the <i>Aggregate Balance GBP</i> fields across all depositors in the SCV files. This is the total balance of all deposit accounts held by the firm.
Total Aggregate Relevant Balance GBP	Decimal(14,2)	15	The sum of the <i>Aggregate Relevant Balance GBP</i> fields across all depositors in the SCV files. This is the total balance of all eligible deposit accounts held by the firm.
Total Compensatable Amount	Decimal(14,2)	15	The sum of the <i>Aggregate Compensatable Amount GBP</i> fields across all depositors in the SCV files. This is the total balance of the protected deposits held by the firm.
Example: '123456 Bank ABC 20200101120000 D 500 4000000.00 50000000.00 25000000.00'.			

4.1.13.4. The SCV Account Details file must have a file header containing the following information:

<b>File Header Element</b>	<b>Data Type</b>	<b>Length</b>	<b>Description</b>
Firm Registration Number	Numeric	6	The registration number of the firm producing the SCV files.
Firm Name	Alphanumeric	100	The name of the firm producing the SCV files.
File Creation Datetime	Numeric	14	The date and time on which the file was produced. Must be the same as the datetime in the file name. The datetime format must be 'YYYYMMDDHHMMSS'.
File Type	Alpha	1	Whether the file is a depositor or account file. For the Account Details file this field must be populated with 'A'.
Account Holdings Count	Numeric	9	The number of unique account holdings in the file (should be the number of rows excluding header and footer rows).
Total Account Balance GBP	Decimal(14,2)	15	The sum of the <i>Account Balance GBP</i> field across all accounts in the SCV files. This is the total balance of all eligible deposit accounts held by the firm and should equal the <i>Total Aggregate Balance</i> in the Depositor Details file.
Example: '123456 Bank ABC 20200101120000 A 900 50000000.00'.			



## 4.2. SCV File Fields

### 4.2.1. Table 1 – Depositor Details

Field No.	Field Name	Field Description	Mandatory (Individuals)?	Mandatory (Organisations)?	Data Type	Maximum Field Length
1	SCV ID	The unique identifier for the depositor. The SCVID takes the form of the firm identification number concatenated with the internal unique identification number for the depositor.	Mandatory	Mandatory	Alphanumeric	50
2	Title	The title of the depositor. Only applicable for individuals.	Mandatory If Held	N/A	Alpha	20
3	Depositor First Forename	The first forename of the depositor. Only applicable for individuals.	Mandatory	N/A	Alpha	50
4	Depositor Second Forename	The second forename of the depositor. Only applicable for individuals.	Mandatory If Held	N/A	Alpha	50
5	Depositor Third Forename	The third forename of the depositor. Only applicable for individuals.	Mandatory If Held	N/A	Alpha	50
6	Depositor Surname / Organisation Name	The surname or organisation name of the depositor.	Mandatory	Mandatory	Alphanumeric	100
7	National ID Number	The national identification number of the depositor. Only applicable for individuals.	Mandatory If Held	N/A	Alphanumeric	20
8	Social Security Number	The social security number of the depositor (or equivalent). Only applicable for individuals.	Mandatory If Held	N/A	Alphanumeric	20
9	Passport Number	The passport number of the depositor. Only applicable for individuals.	Mandatory If Held	N/A	Alphanumeric	50

Field No.	Field Name	Field Description	Mandatory (Individuals)?	Mandatory (Organisations)?	Data Type	Maximum Field Length
10	Company Number	The company or charity number of the depositor.	N/A - Leave Empty	Mandatory If Held	Alphanumeric	50
11	Date Of Birth	The date of birth of the depositor, in YYYYMMDD format.	Mandatory If Held	N/A - Leave Empty	Numeric	8
12	Depositor Type	The type of depositor. If the depositor is an individual, the field must be populated with 'I'. If the depositor is an organisation, the field must be populated with 'O'.	Mandatory	Mandatory	Alpha	1
13	Address Line 1	The first line of the depositor address. All address lines must be given in consecutive address line fields with no gaps between the address lines.	Mandatory	Mandatory	Alphanumeric	100
14	Address Line 2	The second line of the depositor address. All address lines must be given in consecutive address line fields with no gaps between the address lines.	Mandatory	Mandatory	Alphanumeric	100
15	Address Line 3	The third line of the depositor address. All address lines must be given in consecutive address line fields with no gaps between the address lines.	Mandatory If Applicable	Mandatory If Applicable	Alphanumeric	100
16	Address Line 4	The fourth line of the depositor address. All address lines must be given in consecutive address line fields with no gaps between the address lines.	Mandatory If Applicable	Mandatory If Applicable	Alphanumeric	100
17	Address Line 5	The fifth line of the depositor address. All address lines must be given in consecutive address line fields with no gaps between the address lines.	Mandatory If Applicable	Mandatory If Applicable	Alphanumeric	100
18	Address Line 6	The sixth line of the depositor address. All address lines must be given in consecutive address line fields with no gaps between the address lines.	Mandatory If Applicable	Mandatory If Applicable	Alphanumeric	100
19	Postcode	The postcode of the depositor address.	Mandatory If Applicable	Mandatory If Applicable	Alphanumeric	20
20	Country	The country of the depositor address.	Mandatory	Mandatory	Alpha	50

Field No.	Field Name	Field Description	Mandatory (Individuals)?	Mandatory (Organisations)?	Data Type	Maximum Field Length
21	Email	The email address of the depositor.	Mandatory If Held	Mandatory If Held	Alphanumeric	50
22	Phone Number 1	The first phone number of the depositor, including country code prefix.	Mandatory If Held	Mandatory If Held	Numeric	20
23	Phone Number 2	The second phone number of the depositor, including country code prefix.	Mandatory If Held	Mandatory If Held	Numeric	20
24	Mobile Phone Number	The mobile phone number of the depositor, including country code prefix.	Mandatory If Held	Mandatory If Held	Numeric	20
25	Linked Account IBAN	The IBAN of a linked deposit account held by the depositor customer with another institution with a different FRN (ISO 13616). This may be used as a hub account, to transfer funds into an out of the account, or as a destination for interest payments.  If the customer has multiple linked accounts, select the most appropriate. If no such linked account exists, this field should be left blank.	Mandatory If Held	Mandatory If Held	Alphanumeric	34
26	Depositor Status Code	The code to determine the status of the depositor.  The Depositor Status Code(s): <ul style="list-style-type: none"> <li>• A1</li> <li>• QN</li> <li>• QA</li> <li>• SA</li> <li>• ML</li> <li>• AP</li> <li>• GA</li> <li>• CO</li> <li>• BR</li> <li>• HA</li> <li>• OT</li> </ul> If multiple codes apply, they should be separated by a comma, for example 'A1,BR'.	Mandatory	Mandatory	Alphanumeric	50

Field No.	Field Name	Field Description	Mandatory (Individuals)?	Mandatory (Organisations)?	Data Type	Maximum Field Length
27	Account Holding Count	<p>The number of account holding records included in the Account Details file for this depositor (account holdings under the same SCVID).</p> <p>The number, which should be one or more, must not include any commas or decimal points.</p>	Mandatory	Mandatory	Integer	4
28	Aggregate Balance GBP	<p>The total <i>aggregate balance</i> in pound sterling across all accounts holdings included within the account file for this depositor (including the netting off of negative balances with positive balances).</p> <p>Where the <i>aggregate balance</i> is zero, this field should be populated as 0.00.</p> <p>No non-numeric symbols (currency symbols or commas) may be included in the field. Balances must be rounded to two decimal places.</p>	Mandatory	Mandatory	Decimal(14,2)	15
29	Aggregate Relevant Balance GBP	<p>The total <i>aggregate balance</i> in pound sterling across all accounts holdings with a positive balance included within the account file for this depositor (negative balances must not be netted off against positive balances).</p> <p>Where the <i>aggregate balance</i> is zero, this field should be populated as 0.00.</p> <p>No non-numeric symbols (currency symbols or commas) may be included in the field. Balances must be rounded to two decimal places.</p>	Mandatory	Mandatory	Decimal(14,2)	15
30	Aggregate Compensatable Amount GBP	<p>The lower of the <i>Aggregate Relevant Balance GBP</i> and the Compensation Limit for this depositor.</p> <p>This field can never be negative.</p> <p>No non-numeric symbols (currency symbols or commas) may be included in the field. Balances must be rounded to two decimal places.</p>	Mandatory	Mandatory	Decimal(14,2)	15

#### 4.2.2. Table 2 – Account Details

Field No.	Field Name	Field Description	Mandatory (Individuals)?	Mandatory (Organisations)?	Data Type	Maximum Field Length
1	SCV ID	The unique identifier for the depositor holding the account. The SCVID takes the form of the firm identification number concatenated with the internal unique identification number for the depositor.	Mandatory	Mandatory	Alphanumeric	50
2	Sort Code	The sort code of the account taken without dashes between the digits.	Mandatory	Mandatory	Numeric	6
3	Account Number	The unique identification number for the account.	Mandatory	Mandatory	Alphanumeric	50
4	Beneficiary Full Name	The full name of the beneficiary of the account holding.	Mandatory (Where Known)	Mandatory (Where Known)	Alphanumeric	100
5	Account Holder Indicator	The total number of beneficial owners of the account included in the Account Details file. Where the account has a single owner, the field should be populated as 1. Where the account has two joint owners, the field should be populated as 2 for each account holding. Where the account has three joint owners... etc.	Mandatory	Mandatory	Integer	3
6	Product Type	The type of product held within the account from the set of product types: <ul style="list-style-type: none"> <li>• CA – Instant access current account</li> <li>• SA – Instant access savings account</li> <li>• TE – Tax exempt account</li> <li>• NT – Notice account</li> <li>• FI – Fixed term deposit with interest</li> <li>• FO – Fixed term deposit with return linked to some other factor such as market prices</li> <li>• OT – Other</li> </ul>	Mandatory	Mandatory	Alphanumeric	2

Field No.	Field Name	Field Description	Mandatory (Individuals)?	Mandatory (Organisations)?	Data Type	Maximum Field Length
7	Fixed Term Remaining	For fixed term accounts only, the number of whole months rounded down that are outstanding on the account from the date of SCV file extraction until it matures.  No commas or decimal points to be included.	Mandatory (Fixed Term Accounts Only)	Mandatory (Fixed Term Accounts Only)	Integer	4
8	Account Status Code	The code to determine the status of the account.  Account Status Code(s): <ul style="list-style-type: none"> <li>• DI – Legal dispute</li> <li>• ID – Internally dormant</li> <li>• LD – Legally dormant</li> <li>• BE – Beneficiary account – child</li> <li>• BE – Beneficiary account – estate</li> <li>• BO – Beneficiary account – other</li> <li>• BU – Beneficiary account – unknown</li> <li>• QO – Data quality issue – other</li> <li>• OT – Other issue</li> <li>• A1 – None of the above</li> </ul> Where an account has multiple status codes they should be separated by commas	Mandatory	Mandatory	Alphanumeric	50
9	Account Balance Original Currency	The balance of the account, including any interest, in the original account currency at the close of business on the day on which the SCV files have been requested.  Accounts with a negative balance should have the amount preceded by a negative symbol ("-"). No non-numeric symbols (currency symbols or commas) may be included in the field. Balances must be rounded to two decimal places.	Mandatory	Mandatory	Decimal(14,2)	15
10	Account Currency	The currency in which the account is denominated (ISO 4217).	Mandatory	Mandatory	Alpha	3

Field No.	Field Name	Field Description	Mandatory (Individuals)?	Mandatory (Organisations)?	Data Type	Maximum Field Length
11	Exchange Rate	<p>The exchange rate used to calculate the account balance in pound sterling. This must be the number of units of GBP which are equal to one unit of the original account currency</p> <p>No non-numeric symbols (currency symbols or commas) may be included in the field. Exchange Rates must be rounded to nine decimal places.</p>	Mandatory	Mandatory	Decimal(21,9)	22
12	Account Balance GBP	<p>The balance of the account, including any interest, in pound sterling at the close of business on the day on which the SCV files have been requested.</p> <p>Accounts with a negative balance should have the amount preceded by a negative symbol ("-"). No non-numeric symbols (currency symbols or commas) may be included in the field. Balances must be rounded to two decimal places.</p>	Mandatory	Mandatory	Decimal(14,2)	15
13	Accrued Interest GBP	<p>Where interest has been accrued i.e. it would not have normally been added at the close of business, set out the value in GBP included in the field <i>Account Balance GBP</i>.</p> <p>Accounts with a negative balance should have the amount preceded by a negative symbol ("-"). No non-numeric symbols (currency symbols or commas) may be included in the field. Balances must be rounded to two decimal places.</p>	Mandatory	Mandatory	Decimal(14,2)	15

## 4.3. Specific Field Requirements (Depositor Details)

### 4.3.1. SCVID

- 4.3.1.1. The SCVID must be the concatenation of the firm's registration number and a unique identification number for that depositor.
- 4.3.1.2. A separate SCVID must be assigned to each account holder of a shared account.
- 4.3.1.3. Where the beneficiary of an account is not known, a separate SCVID must be assigned to each such beneficiary account.
- 4.3.1.4. Where an account holder holds multiple accounts (including both sole accounts in their own right and holdings in a shared account, the SCVID should be the same for all accounts.

### 4.3.2. Depositor Names

- 4.3.2.1. All depositors identified as individuals (natural persons) must have at least the *Depositor First Forename* and *Depositor Surname / Organisation Name* fields populated.
- 4.3.2.2. Any additional individual names may be placed in the separate forename fields.
- 4.3.2.3. It is expected that only one name is placed in each field, with the exception of, for example, double (for example in Iberian naming conventions), double barrelled (Western naming conventions) or prepositional (Dutch naming conventions) names, which may be included in the field where appropriate.
- 4.3.2.4. Where an individual depositor does not have an explicit surname (for example in Arabic naming conventions), it is expected that their familial ancestry be placed in the *Depositor Surname / Organisation Name* field.
- 4.3.2.5. *Depositor First Forename* must be populated in full for individual depositors, and not as initials. Where only an initial is held for a depositor, the firm should look to identify the full first name of the depositor to include in the file.
- 4.3.2.6. Post-nominal letters such as honours and qualification details must not be included in the *Depositor Surname / Organisation Name* field.
- 4.3.2.7. All depositors identified as organisations (charities, associations, etc.) must have only the *Depositor Surname / Organisation Name* field populated.
- 4.3.2.8. Any depositor which cannot fulfil these name requirements must be flagged as 'QN' within the *Depositor Status Code* field.

### 4.3.3. Depositor Addresses

- 4.3.3.1. Where multiple addresses are held for a given depositor, the address populated in the Depositor Details file must be the correspondence address of the depositor usually used for mailings or other customer interaction.
- 4.3.3.2. All depositors must have at least the *Address Line 1*, *Address Line 2*, *Postcode*, and *Country* fields populated.
- 4.3.3.3. The depositor name must not be included in *Address Line 1*.
- 4.3.3.4. Each address line must be placed in a separate *Address Line* field.



- 4.3.3.5. Address lines must not be duplicated and appear in multiple *Address Line* fields.
- 4.3.3.6. The depositor address postcode must be placed in the *Postcode* field and must not be present in any of the other *Address Line* fields.
- 4.3.3.7. The depositor address country must be placed in the *Country* field and must not be present in any of the other *Address Line* fields.
- 4.3.3.8. The depositor address fields must not contain any gaps, i.e. fill *Address Line 1* first, then *Address Line 2*, then *Address Line 3*, and so on.
- 4.3.3.9. Any depositor which cannot fulfil these address requirements must be flagged as 'QA' within the *Depositor Status Code* field.

#### 4.3.4. Depositor Status Code

- 4.3.4.1. The *Depositor Status Code* must be applied at a depositor level.
- 4.3.4.2. The *Depositor Status Code* field is used to manage the compensation payment process.
- 4.3.5. The *Depositor Status Code* field must be set for all depositor records as per the table below:

<b>Depositor Status Code</b>	<b>Description</b>	<b>A1 Combination Allowed</b>
A1	No known issue to prevent payment.	Yes
QN	Data Quality issue – missing/inadequate name.	No
QA	Data Quality issue – missing/inadequate address.	No
QO	Data Quality issue – other.	No
SA	Sanctioned customer.	No
ML	Suspected/convicted money launderer.	No
AP	Awaiting probate.	No
GA	Gone away.	No
BR	Required correspondence in Braille.	Yes
HA	Requires hearing assistance.	Yes
OT	Other issue.	No

- 4.3.5.1. All depositor records must have a Depositor Status Code. In the case that none of the flags that are indicated as incompatible with A1 are applicable to the depositor, the *Depositor Status Code* field must be set to A1. The Depositor Status Code of 'A1' means that no problem exist with the depositor.
- 4.3.5.2. Depositor records may have multiple status codes, but A1 can only be included in a combination with some other statuses, as indicated in the table.
- 4.3.5.3. Where a depositor has multiple status codes they must be separated by commas.
- 4.3.5.4. No descriptive keywords may be used to indicate a depositor status in any other field.
- 4.3.5.5. If the *Depositor Status Code* OT for Other is used, additional information must be provided in the *Depositor Status Code* field, for example 'OT <short

explanation>'. The explanation must not contain comma, pipe, or quotation symbols. The OT status code must be the last status code in the field if used.

#### 4.3.6. Aggregate Balances

- 4.3.6.1. Negative balances held in a depositor's accounts (for example overdrafts) must not be offset or netted off against any positive balances, and are to be ignored when calculating the *Aggregate Relevant Balance GBP* field.
- 4.3.6.2. Loan balances must not be offset against positive balances held in deposit accounts, and must be ignored when calculating the *Aggregate Relevant Balance GBP* field.
- 4.3.6.3. The sum of all account holdings held by a depositor (including negative balances) must equal the value populated in the *Aggregate Balance GBP* field. The sum of all account holdings held by a depositor (excluding negative balances) must equal the value populated in the *Aggregate Relevant Balance GBP* field. For example:

SCVID	Account Number	Account Balance GBP	Aggregate Balance GBP	Aggregate Relevant Balance GBP
101	10001	5000.00	24000.00	25000.00
101	10002	20000.00	24000.00	25000.00
101	10003	-1000.00	24000.00	25000.00

#### 4.3.7. Aggregate Compensatable Amount GBP

- 4.3.7.1. The *Aggregate Compensatable Amount GBP* field must be populated with the lower of the value populated in the *Aggregate Relevant Balance GBP* field and the Compensation Limit amount.
- 4.3.7.2. The current Compensation Limit in Jersey is £50,000 per unique depositor (except for Community Savings Limited, which has a unique Compensation Limit).
- 4.3.7.3. The mechanism used to generate the SCV files must be sufficiently flexible to enable the Compensation Limit to be changed. Accordingly there must be logic in place to ensure that the *Aggregate Compensatable Amount GBP* continues to be calculated with respect to this new Compensation Limit if and when this occurs.

#### 4.3.8. Missing Data

- 4.3.8.1. All dummy or pseudo-null data (for example date of birth held as '1900-01-01' or social security numbers (or equivalent) held as 'XX999999X') must be removed from the SCV files to ensure that all depositor details are held accurately.
- 4.3.8.2. If no data is held for a specific field, it must be left blank, with the field still included in the SCV files.

## 4.4. Specific Field Requirements (Account Details)

### 4.4.1. SCVID

- 4.4.1.1. The SCVID must be the concatenation of the firm's registration number and a unique identification number for that depositor.
- 4.4.1.2. A separate SCVID must be assigned to each account holder of a joint account.

### 4.4.2. Product Type

- 4.4.2.1. All account holdings included in the SCV Account Details file must be categorised according to the product type of the holding. A mapping exercise will be required to identify which products will fall into each of the product type buckets detailed below.
- 4.4.2.2. The Product Type field for all account holdings must be populated with one of the following product type codes:

Product Type	Description
CA	Instant access current account.
SA	Instant access savings account.
TE	Tax exempt account.
NT	Notice account.
FI	Fixed term deposit with interest.
FO	Fixed term deposit with return linked to other factor such as market prices.
OT	Other.

- 4.4.2.3. It is recognised that firms will need to be map their products to these Product Type codes. There is no expectation that this will be industry aligned and it is accepted that there may be variances across firms in product classification depending on specific product offerings.

### 4.4.3. Foreign Currency Accounts

- 4.4.3.1. Any account denominated in a foreign currency must be converted into GBP and included in the SCV files as part of a depositor's *Aggregate Balance*.
- 4.4.3.2. The Exchange Rate field may be populated using any appropriate authoritative source (Reuters, the Bank of England, Bloomberg, or the ECB). Firms may decide which of these to use. The source chosen must be noted clearly in the SCV Effectiveness Report.
- 4.4.3.3. The *Exchange Rate* populated in the SCV Account Details file must be taken as at close of business on the date on which the SCV files have been requested.
- 4.4.3.4. The *Exchange Rate* populated in the SCV Account Details file must be consistent across all accounts in the file for each given currency. For example, the exchange rate used must be the same for all conversions from EUR to GBP. Business lines or units must not use individual rates, regardless of the usage of different exchange rates between these lines or units on a day to day basis.

- 4.4.3.5. The *Exchange Rate* populated in the SCV Account Details file must be taken as the number of units of GBP which are equal to one unit of the original account currency.
- 4.4.3.6. Where the *Account Currency* is GBP, the *Exchange Rate* field must still be populated as '1.000000000'.
- 4.4.3.7. The *Account Balance GBP* must be equal to the *Account Balance Original Currency* multiplied by the *Exchange Rate*. For example:

SCVID	Account Number	Account Balance GBP	Account Currency	Exchange Rate	Account Balance Original Currency
101	10001	100.00	GBP	1.000000000	100.00
101	10002	87.53	EUR	0.875300000	100.00
101	10003	81.05	USD	0.810500000	100.00

#### 4.4.4. Account Holder Indicator

- 4.4.4.1. The *Account Holder Indicator* field specifies the number of account holdings contained within a given account in the SCV files.
- 4.4.4.2. The *Account Holder Indicator* field must be populated as follows:
- Where there is one account holder, the *Account Holder Indicator* field for this holding must be populated as '1'.
  - Where there are two account holders, the *Account Holder Indicator* field for each holding must be populated as '2'.
  - Where there are three account holders... etc.
- 4.4.4.3. Ineligible account holders' holdings should not be counted in the *Account Holder Indicator*.

#### 4.4.5. Account Status Code

- 4.4.5.1. The *Account Status Code* must be applied at an account level.
- 4.4.5.2. The *Account Status Code* field is used to manage the compensation payment process.
- 4.4.6. The *Account Status Code* field must be set for all account records as per the table below:

Account Status Code	Description	A1 Combination Allowed
A1	No known issue to prevent payment.	Yes
DI	Legal dispute.	No
ID	Internally dormant.	No
LD	Legally dormant.	No
BC	Beneficiary account – child.	No
BE	Beneficiary account – estate.	No
BO	Beneficiary account – other.	No
BU	Beneficiary account – unknown.	No
QO	Data Quality issue – other.	No
OT	Other issue.	No

- 4.4.6.1. All account records must have an Account Status Code. In the case that none of the flags that are indicated as incompatible with A1 are applicable to the depositor, the *Account Status Code* field must be set to A1. The Account Status Code of 'A1' means that no issues exist with the account.
- 4.4.6.2. Account records may have multiple status codes, but A1 can only be included in a combination with some other statuses.
- 4.4.6.3. Where an account has multiple status codes they must be separated by commas.
- 4.4.6.4. A depositor may hold accounts with different Account Status Codes.
- 4.4.6.5. No descriptive keywords may be used to indicate an account status in any other field.
- 4.4.6.6. If the *Account Status Code* OT for Other is used, additional information must be provided in the *Account Status Code* field, for example 'OT <short explanation>'. The explanation must not contain comma, pipe, or quotation symbols. The OT code must be the last code in the field if used.

## 5. Version History

<b>Version</b>	<b>Version Date</b>	<b>Description</b>	<b>Author</b>
0.1	09/01/2020	First draft.	William Hockedy
1.0	12/02/2020	Reviewed by Andy Whitton. Ready for JDCS Consultation.	William Hockedy
1.1	06/05/2020	Consultation comments received and updates made as required.	William Hockedy
1.2	26/05/2020	Reviewed by Andy Whitton. Updates made as required.	William Hockedy
2.0	26/05/2020	Reviewed by JBDCB. Document approved and ready for release.	William Hockedy
2.1	09.07.2020	Added additional clarification on social security numbers, eligibility, and exchange rates.	William Hockedy