

### Instructions for Preparation of Banking Organization Systemic Risk Report

Reporting Form FR Y-15

Reissued December 2013

# Contents

# GENERAL INSTRUCTIONS FOR PREPARATION OF THE BANKING ORGANIZATION SYSTEMIC RISK REPORT

General Instructions ...... GEN-1

# LINE ITEM INSTRUCTIONS FOR THE BANKING ORGANIZATION SYSTEMIC RISK REPORT

Schedule A – Size Indicator	A-1
Schedule B – Interconnectedness Indicators	B-1
Schedule C – Substitutability Indicators	C-1
Schedule D – Complexity Indicators	D-1
Schedule E – Cross-Jurisdictional Activity Indicators	E-1
Schedule F – Ancillary Indicators	F-1
Optional Narrative Statement	

#### INSTRUCTIONS FOR PREPARATION OF

# Banking Organization Systemic Risk Report FR Y-15

#### **General Instructions**

#### Who Must Report

#### **Reporting Criteria**

The following banking organizations must file the Banking Organization Systemic Risk Report (FR Y-15) as of the last calendar day of December:

- (1) Bank Holding Companies with Total Consolidated Assets of \$50 Billion or More. Bank holding companies (BHCs) that have total consolidated assets of \$50 billion or more as of the June 30<sup>th</sup> prior to the December 31<sup>st</sup> as-of date, including those U.S. toptier BHCs that are subsidiaries of foreign banking organizations, must file the FR Y-15 for that year. Only the top tier BHC of a multi-tiered company that meets these criteria must file.
- (2) U.S.-Based Organizations Designated as Global Systemically Important Banks by the Basel Committee on Banking Supervision. Any BHC organized under the laws of the U.S. or any of the states therein that is identified as a global systemically important bank (G-SIB) must file the FR Y-15 even if they do not meet the consolidated assets threshold.

#### **Rules of Consolidation**

For purposes of this report, all offices (i.e., branches, subsidiaries, variable interest entities and international banking facilities (IBFs)) that are within the scope of the consolidated holding company are to be reported on a consolidated basis. Unless the instructions specifically state otherwise, this consolidation shall be on a line-by-line basis, according to the caption shown. As part of the consolidation process, the results of all transactions and all intercompany balances (e.g., outstanding asset/debt relationships) between offices, subsidiaries, and other entities *included* in the scope of the consolidated holding

company are to be *eliminated* in the consolidation and must be *excluded* from the FR Y-15.

*Subsidiaries of Subsidiaries*. For a subsidiary of a holding company that is in turn the parent of one or more subsidiaries: (1) Each subsidiary shall consolidate its majority-owned subsidiaries in accordance with the consolidation requirements set forth above. (2) Each subsidiary shall account for any investments in unconsolidated subsidiaries, corporate joint ventures over which the holding company exercises significant influence, and associated companies according to the equity method of accounting.

#### Exclusions from coverage of the consolidated report

Subsidiaries where control does not rest with the parent. If control of a majority-owned subsidiary by the holding company does not rest with the holding company because of legal or other reasons (e.g., the subsidiary is in bankruptcy), the subsidiary is not required to be consolidated for purposes of the report. Additional guidance on this topic is provided in accounting standards, including Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Subtopic 810-10, Consolidation — Overall.

*Custody accounts*. Custody and safekeeping activities (i.e., the holding of securities, jewelry, coin collections, and other valuables in custody or in safekeeping for customers) must not be reflected on any basis in the balance sheet items on the FR Y-15 unless cash funds held in safekeeping for customers are commingled with the general assets of the reporting holding company. In such cases, the commingled funds would be reported on the FR Y-15.

#### Where to Submit the Report

#### **Electronic Submission**

All banking organizations must submit their completed report electronically. Banking organizations should

### General Instructions

contact their district Reserve Bank or go to <u>www.frbservices.org/centralbank/reportingcentral</u> for procedures for electronic submission.

#### When to Submit the Report

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The FR Y-15 is required to be submitted as of December 31. The submission date for banking organizations is 65 calendar days after the December 31 as-of date.

The term "submission date" is defined as the date by which the Federal Reserve must receive the banking organization's FR Y-15.

If the submission deadline falls on a weekend or holiday, the report must be received on the first business day after the Saturday, Sunday, or holiday. Earlier submission aids the Federal Reserve in reviewing and processing the reports and is encouraged. No extensions of time for submitting reports are granted.

The reports are due by the end of the reporting day on the submission date (5:00 P.M. at each district Federal Reserve Bank).

#### How to Prepare the Report

#### A. Applicability of GAAP

Banking organizations are required to prepare and file the FR Y-15 in accordance with U.S. generally accepted accounting principles (GAAP) and these instructions. The report shall be prepared in a consistent manner. The banking organization's financial records shall be maintained in such a manner and scope so as to ensure that the FR Y-15 can be prepared and filed in accordance with these instructions and reflect a fair presentation of the banking organization's financial condition and results of operations.

Banking organizations should retain workpapers and other records used in the preparation of this report.

#### **B.** Report Form Captions and Instructional Detail

No caption on the report forms shall be changed in any way. Enter an amount or a zero for all items except in the cases where the data are calculated automatically or retrieved from another report. The items retrieved from other reports are listed in the General Instructions under Section H (Data Items Automatically Retrieved from Other Reports). There may be areas in which a banking organization wishes to obtain more technical detail on the application of accounting standards and procedures to the requirements of these instructions. Such information may be found in more detail in the GAAP standards. Selected sections of the GAAP standards are referenced in the instructions where appropriate.

Questions and requests for interpretations of matters appearing in any part of these instructions should be addressed to the appropriate Federal Reserve Bank (that is, the Federal Reserve Bank in the district where the banking organization submits this report).

#### C. Rounding

Report all dollar amounts in thousands. Each banking organization, at its option, may round the figures reported to the nearest million, with zeros reported in the thousands column. For banking organizations exercising this option, amounts less than \$500,000 will be reported as zero. Rounding could result in details not adding to their stated totals. However, to ensure consistent reporting, the rounded detail items must be adjusted so that the totals and the sums of their components are identical.

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#### **D.** Negative Entries

Except for the item listed below, negative entries are generally not appropriate on the FR Y-15 and should not be reported. Hence, assets with credit balances must be reported in liability items and liabilities with debit balances must be reported in asset items, as appropriate, and in accordance with these instructions. The only items for which a negative entry may be made are: Schedule A, item 3, "Regulatory adjustments;" Schedule F, item 3, "Total net revenue;" and, Schedule F, item 4, "Foreign net revenue." When a negative entry does occur for these items, it shall be recorded with a minus (-) sign rather than in parentheses.

#### **E.** Confidentiality

Except as otherwise noted, the collected information will be made available to the public for report dates beginning December 31, 2013. The following line items will be kept confidential for the December 31, 2013, report date and made publically available beginning with the December 31, 2014, report date: Schedule A, items 1(b)(2) through 2(a)(2) and items 2(b)(2) through 3; and, Schedule C, items 1(a) through 1(1). The following line items will be kept confidential until the first reporting date after

### General Instructions

the U.S. rule implementing the liquidity coverage ratio is finalized: Schedule D, items 7 and 8.

A reporting banking organization may request confidential treatment for items on the FR Y-15 if the banking organization is of the opinion that, due to the institution's particular circumstances or activities, disclosure of specific commercial or financial information in the report would likely result in substantial harm to its competitive position, or that disclosure of the submitted information would result in unwarranted invasion of personal privacy.

A request for line-item confidentiality must be submitted in writing prior to the electronic submission of the report. The request must discuss in writing the justification for which confidentiality is requested and must demonstrate the specific nature of the harm that would result from public release of the information. Merely stating that competitive harm would result or that information is personal is not sufficient.

Information for which confidential treatment is requested may subsequently be released by the Federal Reserve System if the Board of Governors determines that the disclosure of such information is in the public interest.

When line-item confidentiality is granted in the context of the Consolidated Financial Statements for Bank Holding Companies (FR Y-9C), the confidentiality will automatically apply to corresponding items on the FR Y-15 (see General Instructions, Section H). This confidentiality will also extend to any automatically-calculated items on the FR Y-15 that, if released, would reveal the underlying confidential data.

#### F. Verification and Signatures

*Estimates*. For institutions filing this report for the first time, reasonable estimates are permitted.

*Verification*. All addition and subtraction should be double-checked before the report is submitted. Totals and subtotals should be cross-checked to corresponding items elsewhere in the report. Before a report is submitted, all amounts should be compared with the corresponding amounts in the previous report. If there are any unusual changes from the previous report, a brief explanation of the changes should be provided to the appropriate Federal Reserve Bank.

*Signatures*. The FR Y-15 must be signed by the Chief Financial Officer of the banking organization (or by the individual performing this equivalent function). By sign-

ing the cover page of this report, the authorized officer acknowledges that any knowing and willful misrepresentation or omission of a material fact on this report constitutes fraud in the inducement and may subject the officer to legal sanctions provided by 18 USC 1001 and 1007.

Banking organizations must maintain in their files a manually signed and attested printout of the data submitted. The cover page of the submitted report should be used to fulfill the signature and attestation requirement. This page should be attached to the printout placed in the banking organization's files.

#### **G. Amended Reports**

When the Federal Reserve's interpretation of how GAAP or these instructions should be applied to a specified event or transaction (or series of related events or transactions) differs from the reporting banking organization's interpretation, the Federal Reserve may require the banking organization to reflect the event(s) or transaction(s) in its FR Y-15 in accordance with the Federal Reserve's interpretation and to amend previously submitted reports. The Federal Reserve will consider the materiality of such event(s) or transaction(s) in making a determination about requiring the banking organization to apply the Federal Reserve's interpretation and to amend previously submitted reports. Materiality is a qualitative characteristic of accounting information which is defined in Financial Accounting Standards Board (FASB) Concepts No. 2 as "the magnitude of an omission or misstatement of accounting information that, in the light of surrounding circumstances, make it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

The Federal Reserve may require the filing of an amended FR Y-15 if the report as previously submitted contains significant errors. In addition, a banking organization must file an amended report when internal or external auditors make audit adjustments that result in a restatement of financial statements previously submitted to the Federal Reserve.

The Federal Reserve also requests that banking organizations that have restated their prior period financial statements as a result of an acquisition submit revised reports for the prior year-ends. In the event that certain of the required data are not available, banking organizations

### General Instructions

should contact the appropriate Federal Reserve Bank for information on submitting revised reports.

### H. Data Items Automatically Retrieved from Other Reports

Certain data collected on the FR Y-15 may also be collected in other reports submitted to the Federal Reserve. If the banking organization files the other reports at the same level of consolidation as is required for the FR Y-15, the duplicate data items will be populated automatically.

If the banking organization files the FR Y-9C for the same reporting period, then the following data items will be populated automatically:

- (1) Schedule A, item 1(a), "Total assets" (FR Y-9C, Schedule HC, item 12)
- (2) Schedule A, item 1(b)(1), "Net value of SFTs" (FR Y-9C, Schedule HC, item 3(b))
- (3) Schedule A, item 2(b)(1), "Notional amount of credit derivatives sold" (FR Y-9C, Schedule HC-L, items 7(a)(1) through 7(a)(4), Column A)
- (4) Schedule B, item 13, "Subordinated debt securities" (FR Y-9C, Schedule HC, items 19(a) and 19(b))

- (5) Schedule B, item 14, "Commercial paper" (FR Y-9C, Schedule HC-M, item 14(a))
- (6) Schedule D, item 5, "AFS securities" (FR Y-9C, Schedule HC, item 2(b))
- (7) Schedule D, item 10, "Assets valued using Level 3 measurement inputs" (FR Y-9C, Schedule HC-Q, item 7, Column E)
- (8) Schedule F, item 1, "Total liabilities" (FR Y-9C, Schedule HC, item 21)
- (9) Schedule F, item 3, "Total net revenue" (FR Y-9C, Schedule HI, item 1(h) plus item 5(m) minus item 2(f))
- (10) Schedule F, item 5, "Total gross revenue" (FR Y-9C, Schedule HI, item 1(h) plus item 5(m))
- (11) Schedule F, item 12, "Held-to-maturity securities" (FR Y-9C, Schedule HC, item 2(a))

If the banking organization files the FFIEC 009 for the same reporting period, then the following data item will be populated automatically:

 Schedule E, item 1, "Foreign claims on an ultimaterisk basis" (FFIEC 009, Schedule C, Part II, Columns 1 through 10, Total Foreign Countries)

### LINE ITEM INSTRUCTIONS FOR

# Size Indicator Schedule A

Include all positions, regardless of whether they are included in the trading or banking book. The amounts provided must be net of specific provisions and valuation adjustments. Several items involve securities financing transactions (SFTs), which are transactions such as repurchase agreements, reverse repurchase agreements, and security lending and borrowing, where the value of the transactions depends on the market valuations and the transactions are often subject to margin agreements.

#### **Total Exposures**

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Line Item 1 On-balance-sheet items:

#### Line Item 1(a) Total assets.

Report total assets of the banking organization (as defined in the FR Y-9C, Schedule HC, item 12).

## Line Item 1(b) Securities financing transactions (SFTs):

#### Line Item 1(b)(1) Net value of SFTs.

Report the value of all securities financing transactions included in item 1(a), reported net (as defined in the FR Y-9C, Schedule HC, item 3(b)).

#### Line Item 1(b)(2) Gross value of SFTs.

Report the gross value of all securities financing transactions included in item 1(a) without GAAP netting.

### Line Item 1(b)(3) Securities received as collateral in securities lending.

Report the amount of securities included in item 1(a) that have been received as collateral in principal securities lending transactions but have not been rehypothecated or sold.

## Line Item 1(b)(4) Cash collateral received in conduit securities lending transactions.

Report the cash collateral received in conduit securities lending transactions. In conduit securities lending transactions, a bank borrows securities from one party and directly on-lends the identical securities to another party.

#### Line Item 1(c) Derivatives:

### Line Item 1(c)(1) Derivative exposures with a net positive fair value.

Report the net positive fair value of derivative exposures that are included in item 1(a). For more information on netting, refer to ASC Subtopic 210-20, Balance Sheet – Offsetting, and the FR Y-9C Glossary entry for "offsetting."

### Line Item 1(c)(2) Cash collateral netted against the derivative exposures in item 1(c)(1).

Report the amount of cash collateral that was netted against derivative exposures in item 1(c)(1).

#### Line Item 1(d) Total on-balance-sheet items.

The sum of items 1(a), 1(b)(2), and 1(c)(2), minus the sum of items 1(b)(1) and 1(b)(3).

## Line Item 2 Derivatives and off-balance-sheet items:

Line Item 2(a) Counterparty risk exposures:

#### Line Item 2(a)(1) Counterparty exposure of SFTs.

Report the counterparty exposure of SFTs. Counterparty exposure is determined as the gross value of cash provided and the gross fair value of securities provided to a counterparty for all transactions included within a qualifying master netting agreement, less the gross value of cash received and the gross fair value of securities received from the counterparty for those transactions (see the definition of "qualifying master netting agreement" in 12 CFR 225, Appendix F, section 2). Do not include netting agreements where the net value is negative. Where no qualifying master netting agreement is in place, the counterparty exposure value must be calculated on a transaction-by-transaction basis, with each SFT treated as its own netting set.

### Schedule A

## Line Item 2(a)(2) Potential future exposure of derivative contracts.

Report the potential future exposure amount for each derivative contract to which the banking organization is a counterparty (or each single-product netting set of such transactions). This would be calculated in accordance with Title 12 of the Code of Federal Regulations, part 208, Appendix F, sections 32(c)(5)(ii) and (c)(6) as applicable (www.gpo.gov/fdsys/browse/collectionCfr.action).

#### Line Item 2(b) Credit derivatives:

## Line Item 2(b)(1) Notional amount of credit derivatives sold.

Provide the total notional amount of credit derivatives sold (as defined in the FR Y-9C, Schedule HC-L, items 7(a)(1) through 7(a)(4), Column A).

## Line Item 2(b)(2) Credit derivatives sold net of related credit protection bought.

Report credit derivatives sold net of related credit protection bought. Only net out the protection bought if it is for the same reference entity. If the protection bought for a reference entity exceeds the amount sold, report a zero for that particular reference entity.

# Line Item 2(b)(3) Credit derivatives sold net of related credit protection bought, adjusted for maturity.

Report credit derivatives sold net of related credit protection bought. Only net out the protection bought if it is for the same reference entity and the maturity of the protection bought is greater than or equal to the maturity of the credit protection sold. If the protection bought for a reference entity exceeds the amount sold, report a zero for that particular reference entity.

#### Line Item 2(c) Notional amount of off-balance -sheet items with a 0% credit conversion factor (CCF).

Report off-balance-sheet items that would be assigned a 0% credit conversion factor as defined in the standardized approach to credit risk in the Basel II framework. That is, commitments that are unconditionally cancellable at any time by the bank without prior notice (UCC), or that effectively provide for automatic cancellation due to deterioration in a borrower's creditworthiness (see paragraph 83 and footnote 33 of the Basel II framework, <u>www.bis.org/publ/bcbs128.pdf</u>). Note that items 2(c)(1)and 2(c)(2) do not total item 2(c) since the latter includes commitments that effectively provide for automatic cancellation due to deterioration in a borrower's creditworthiness but that are not UCC.

# Line Item 2(c)(1) Unconditionally cancellable credit card commitments.

Report credit card commitments that are unconditionally cancellable at any time by the bank without prior notice (UCC) that would receive a 0% CCF under the standardized approach to credit risk in the Basel II framework (www.bis.org/publ/bcbs128.pdf). Do not include credit card commitments that are automatically canceled upon the deterioration of a borrower's creditworthiness unless those commitments are also UCC.

## Line Item 2(c)(2) Other unconditionally cancellable commitments.

Report other commitments that are unconditionally cancellable at any time by the bank without prior notice that would receive a 0% CCF under the standardized approach to credit risk in the Basel II framework (www.bis.org/ publ/bcbs128.pdf). Do not include commitments that are automatically canceled upon the deterioration of a borrower's creditworthiness unless those commitments are also UCC.

#### Line Item 2(d) Notional amount of off-balancesheet items with a 20% CCF.

Report off-balance-sheet items that would be assigned a 20% credit conversion factor as defined in the standardized approach to credit risk (see paragraphs 83, 85, and footnote 32 of the Basel II framework, <u>www.bis.org/publ/</u> <u>bcbs128.pdf</u>). This would include commitments with an original maturity up to one year and short-term selfliquidating trade letters of credit arising from the movement of goods (e.g., documentary credits collateralized by the underlying shipment) of both issuing and confirming banking organizations.

## Line Item 2(e) Notional amount of off-balance -sheet items with a 50% CCF.

Report off-balance-sheet items that would be assigned a 50% credit conversion factor as defined in the standardized approach to credit risk (see paragraphs 83, 84(ii) and 84(iii) of the Basel II framework, <u>www.bis.org/publ/</u>

### Schedule A

bcbs128.pdf). This includes liquidity facilities and other commitments to securitizations incorporating the changes according to the *Enhancements to the Basel II framework* (www.bis.org/publ/bcbs157.pdf). That is, the CCF for all eligible liquidity facilities in the securitization framework is 50% regardless of the maturity. Include off-balance-sheet exposures to originated securitizations only if the securitizations have met the accounting criteria for derecognition (to avoid double counting).

### Line Item 2(f) Notional amount of off-balance -sheet items with a 100% CCF.

Report off-balance-sheet items that would be assigned a 100% credit conversion factor as defined in the standardized approach to credit risk (see paragraphs 83(i), 83 (ii), 84 and 84(i) of the Basel II framework, <u>www.bis.org/ publ/bcbs128.pdf</u>). This includes commitments to securitizations that do not qualify as eligible liquidity facilities subject to a 50% CCF, incorporating the changes according to the Enhancements. Include off-balance-sheet exposures to originated securitizations only if the securitizations have met the accounting criteria for derecognition (to avoid double counting).

Include the current exposure of indemnified agency securities lending transactions. This is calculated as the gross fair value of securities lent for all transactions within a qualifying master netting agreement, less the gross value of cash received and the gross fair value of securities received from the counterparty for those transactions. Do not include netting agreements where the net value is negative. Where no qualifying master netting agreement is in place, the current exposure value of the indemnification must be calculated on a transaction-by-transaction basis, with each lending transaction treated as its own netting set.

#### Line Item 2(g) Total off-balance-sheet items.

The sum of items 2(a)(1), 2(a)(2), 2(c), and 2(d) through 2(f), minus 0.9 times the sum of items 2(c)(1) and 2(c)(2).<sup>1</sup>

#### Line Item 3 Regulatory adjustments.

Report the amount of regulatory adjustments from tier 1 under Regulation Q.<sup>2</sup> These are the adjustments to tier 1 capital (which include deductions made to common equity tier 1 capital) under the fully phased-in requirements of Regulation Q. These include the deduction of goodwill and intangibles, deferred tax assets, and hedging gains and losses. Report adjustments that reduce tier 1 capital as a positive value. If the adjustment increases tier 1 capital, report the value with a minus (-) sign.

#### Line Item 4 Total exposures.

The sum of items 1(d) and 2(g), minus item 3.

<sup>1. 90</sup> percent of the value of unconditionally cancellable commitments is deducted from the total to achieve a credit conversion factor of 10 percent.

<sup>2. 78</sup> FR 62018 (October 11, 2013).

### LINE ITEM INSTRUCTIONS FOR

# Interconnectedness Indicators Schedule B

For the purpose of the intra-financial system assets and intra-financial system liabilities indicators, financial institutions are defined as depository institutions (as defined in FR Y-9C Schedule HC-C, item 2), bank holding companies, securities dealers, insurance companies, mutual funds, hedge funds, pension funds, investment banks, and central counterparties (as defined in Schedule D, item 1). Central banks and other public sector bodies (e.g., multilateral development banks) are excluded, but state-owned commercial banks are included.

#### **Intra-Financial System Assets**

### Line Item 1 Funds deposited with or lent to unaffiliated financial institutions.

Report all funds deposited with or lent to unaffiliated financial institutions (i.e., unaffiliated third party financial institutions). Lending includes all forms of term/ revolving lending, federal funds sold, acceptances of other banks, and other extensions of credit to financial institutions. Do not include commercial paper, which is reported in item 3(d). Deposits include balances due from financial institutions, and currency and coin due from financial institutions (as defined in the FR Y-9C Schedule HC, item 1). Include certificates of deposit but do not include margin accounts.

#### Line Item 1(a) Certificates of deposit.

Report the total holdings of certificates of deposit due from unaffiliated financial institutions as included in item 1. For more information on certificates of deposit, refer to the FR Y-9C Glossary entry for "deposits."

### Line Item 2 Undrawn committed lines extended to unaffiliated financial institutions.

Report the unused portion of all committed lines extended to unaffiliated financial institutions. For more information on commitments, see FR Y-9C, Schedule HC-L, item 1.

## Line Item 3 Holdings of securities issued by unaffiliated financial institutions.

This item reflects all holdings of securities issued by unaffiliated financial institutions. Report total holdings at fair value (as defined the FR Y-9C Glossary entry for "fair value") in accordance with ASC Topic 820, Fair Value Measurements (formerly FASB Statement No. 157, *Fair Value Measurements*), for securities classified as trading (including securities for which the fair value option (FVO) is elected) and available-for-sale (AFS) securities; report held-to-maturity (HTM) securities at amortized cost in accordance with ASC 320, Investments — Debt and Equity Securities (formerly FASB Statement No. 115, *Accounting for Certain Investments in Debt and Equity Securities*, as amended). Do not report products where the issuing institution does not back the performance of the asset (e.g., asset-backed securities).

#### Line Item 3(a) Secured debt securities.

Report the total holdings of secured debt securities (e.g., covered bonds and REIT preferred securities).

#### Line Item 3(b) Senior unsecured debt securities.

Report the total holdings of senior unsecured debt securities.

#### Line Item 3(c) Subordinated debt securities.

Report the total holdings of subordinated debt securities.

#### Line Item 3(d) Commercial paper.

Report the total holdings of commercial paper of unaffiliated financial institutions. For more information on commercial paper, refer to the FR Y-9C Glossary entry for "commercial paper."

### Line Item 3(e) Stock (including par and surplus of common and preferred shares).

Report total equity holdings including common and preferred shares.

### Line Item 3(f) Offsetting short positions in relation to the specific stock holdings included in item 3(e).

Report the fair value of the banking organization's liabilities resulting from short positions held against the stock holdings included in item 3(e).

### Schedule B

# Line Item 4 Net positive current exposure of securities financing transactions (SFTs) with unaffiliated financial institutions.

This item includes the following:

- (a) Net positive reverse repurchase agreement exposure, where the value of the cash provided exceeds the fair value of the securities received.
- (b) Net positive repurchase agreement exposure, where the fair value of the securities provided exceeds the value of the cash received.
- (c) Net positive securities lending exposure, where the fair value of securities lent exceeds the value of cash collateral received (or the fair value of non-cash collateral received).
- (d) Net positive securities borrowing exposure, where the value of cash collateral provided (or the fair value of non-cash collateral provided) exceeds the fair value of securities borrowed.

The reported value is not intended to reflect amounts recorded on the balance sheet. Rather, it represents the single legally owed amount per netting set. Use netting only where the transactions are covered by a legally enforceable netting agreement. Report the net amount in accordance with ASC Subtopic 210-20, Balance Sheet — Offsetting. Where these criteria are not met, report the gross balance sheet amount. Do not include conduit lending transactions.

# Line Item 5 Over-the-counter (OTC) derivatives with unaffiliated financial institutions that have a net positive fair value:

Line Item 5(a) Net positive fair value.

Report the sum of net positive fair value OTC derivative exposures netted in accordance with GAAP netting rules (i.e., designated, legally enforceable, netting sets or groups). Only netting sets with a positive value may be included here. Netting sets where the net result is negative must be captured in item 9(a). Include collateral held only if it is within the master netting agreement. For more information on netting, refer to ASC Subtopic 210-20, Balance Sheet — Offsetting, and the FR Y-9C Glossary entry for "offsetting."

#### Line Item 5(b) Potential future exposure.

Report the amount of potential future exposure (PFE) for the derivatives included in item 5(a). Include the PFE for

any netting sets with a fair value of zero. For more information on determining the PFE refer to the FR Y-9C Schedule HC-R, item 54.

#### Line Item 6 Total intra-financial system assets.

The sum of items 1, 2 through 3(e), 4, 5(a), and 5(b), minus item 3(f).

#### **Intra-Financial System Liabilities**

### Line Item 7 Deposits due to unaffiliated financial institutions (including undrawn committed lines):

This section captures information regarding the deposits held by the banking organization. For more information on deposits, see the FR Y-9C Glossary entry for "deposits."

### Line Item 7(a) Deposits due to depository institutions.

Report total deposits due to depository institutions.

## Line Item 7(b) Deposits due to non-depository financial institutions.

Report total deposits due to non-depository financial institutions.

## Line Item 7(c) Undrawn committed lines obtained from unaffiliated financial institutions.

Report the unused portion of all committed lines obtained from unaffiliated financial institutions. For more information on commitments, see FR Y-9C, Schedule HC-L, item 1.

## Line Item 8 Net negative current exposure of SFTs with unaffiliated financial institutions.

This item includes the following:

- (a) Net negative reverse repurchase agreement exposure, where the fair value of securities received exceeds the value of the cash provided.
- (b) Net negative repurchase agreement exposure, where the value of the cash received exceeds the fair value of the securities provided.
- (c) Net negative securities lending exposure, where the value of cash collateral received (or the fair value of non-cash collateral received) exceeds the fair value of securities lent.

### Schedule B

(d) Net negative securities borrowing exposure, where the fair value of securities borrowed exceeds the value of cash collateral provided (or the fair value of non-cash collateral provided).

The reported value is not intended to reflect amounts recorded on the balance sheet. Rather, it represents the single legally owed amount per netting set. Use netting only where the transactions are covered by a legally enforceable netting agreement. Report the net amount in accordance with ASC Subtopic 210-20, Balance Sheet — Offsetting. Where these criteria are not met, report the gross balance sheet amount. Do not include conduit lending transactions.

# Line Item 9 OTC derivatives with unaffiliated financial institutions that have a net negative fair value:

Line Item 9(a) Net negative fair value.

Report the sum of net fair value OTC derivative liabilities netted in accordance with GAAP netting rules (i.e., designated, legally enforceable, netting sets or groups). Include only netting sets with a negative value. Report netting sets where the net result is positive in item 5(a). Include collateral provided only if it is within the master netting agreement. For more information on netting, refer to ASC Subtopic 210-20, Balance Sheet — Offsetting, and the FR Y-9C Glossary entry for "offsetting."

#### Line Item 9(b) Potential future exposure.

Report the amount of the PFE for the derivatives included in item 9(a).

### Line Item 10 Total intra-financial system liabilities.

The sum of items 7(a) through 9(b).

#### Securities Outstanding

#### Line Item 11 Secured debt securities.

Report the amortized cost of all outstanding secured debt securities (e.g., covered bonds and REIT preferred securities) issued by the banking organization.

#### Line Item 12 Senior unsecured debt securities.

Report the amortized cost of all outstanding senior unsecured debt securities issued by the banking organization.

#### Line Item 13 Subordinated debt securities.

Report the amortized cost of all outstanding subordinated debt securities, as defined in the FR Y-9C Schedule HC, items 19(a) and 19(b), issued by the banking organization.

#### Line Item 14 Commercial paper.

Report the amortized cost of all outstanding commercial paper issued by the banking organization. For more information on commercial paper, refer to the FR Y-9C Glossary entry for "commercial paper."

#### Line Item 15 Certificates of deposit.

Report the amortized cost of all outstanding certificates of deposit issued by the banking organization. For more information on certificates of deposit, refer to the FR Y-9C Glossary entry for "deposits."

#### Line Item 16 Common equity.

Report the fair value of outstanding common equity. For publicly traded shares, report the closing share price multiplied by the number of shares outstanding. Do not report non-publicly traded shares.

### Line Item 17 Preferred shares and other forms of subordinated funding not captured in item 13.

Report the fair value of outstanding preferred shares and other forms of subordinated funding not captured in item 13 (e.g., savings shares and silent partnerships). For publicly traded shares, report the closing share price multiplied by the number of shares outstanding. Do not report non-publicly traded shares.

#### Line Item 18 Total securities outstanding.

The sum of items 11 through 17.

# LINE ITEM INSTRUCTIONS FOR Substitutability Indicators Schedule C

#### **Payments Activity**

L

#### Line Item 1 Payments made in the reporting year.

Report the total value of all cash payments sent by the banking organization via large-value payment systems,<sup>1</sup> along with the value of all cash payments sent through an agent bank (e.g., using a correspondent or nostro account), over the calendar year in each indicated currency. Include the amount of payments made into Continuous Linked Settlement (CLS). Report payments regardless of purpose, location, or settlement method. This includes, but is not limited to, cash payments associated with derivatives, securities financing transactions, and foreign exchange transactions. Do not include the value of any non-cash items settled in connection with these transactions. Include cash payments made on behalf of the reporting entity as well as those made on behalf of customers (including financial institutions, other commercial customers, and retail customers). However, do not include internal payments (i.e., book transfers) or any other intra-group transactions, (i.e., transactions made within or between entities within the reporting group), even if the transactions were initiated through an external agent (e.g., when a payment is sent to a subsidiary through an external institution). Only include outgoing payments (i.e., exclude payments received). Except for those payments sent via CLS, do not net any outgoing wholesale payment values, even if the transaction was settled on a net basis.<sup>2</sup> Though payment totals are not rounded, the level of expected accuracy depends on the magnitude of the reported value. The leading two digits must be accurate<sup>3</sup> (within rounding) for payment totals at or above \$10 trillion, while only the leading digit must be accurate for payment totals below \$10 trillion. If precise totals are unavailable, known overestimates may be reported. The aggregate payments in items 1(a) through 1(k) must be converted to U.S. dollars using the average exchange rate over the reporting year, as provided by the Bank for International Settlements (BIS) (www.bis.org/ bcbs/gsib).

#### Line Item 1(a) Australian dollars (AUD).

Report the U.S. dollar equivalent amount of all payments made in Australian dollars (AUD) over the reporting year.

#### Line Item 1(b) Brazilian real (BRL).

Report the U.S. dollar equivalent amount of all payments made in Brazilian real (BRL) over the reporting year.

#### Line Item 1(c) Canadian dollars (CAD).

Report the U.S. dollar equivalent amount of all payments made in Canadian dollars (CAD) over the reporting year.

#### Line Item 1(d) Swiss francs (CHF).

Report the U.S. dollar equivalent amount of all payments made in Swiss francs (CHF) over the reporting year.

#### Line Item 1(e) Chinese yuan (CNY).

Report the U.S. dollar equivalent amount of all payments made in Chinese yuan (CNY) over the reporting year.

<sup>1.</sup> For examples of large-value payment systems, refer to *Payment, clearing and settlement systems in the CPSS countries*, published by the Committee on Payment and Settlement Systems (CPSS). The November 2012 release is available at www.bis.org/publ/cpss105.htm.

<sup>2.</sup> Wholesale payments are payments, generally involving very large values, which are mainly exchanged between banks or other participants in the financial markets and often require urgent and timely settlement. In contrast, retail payments are payments, generally involving low values, which are mainly made on behalf of customers and often involve a low

degree of urgency (e.g., personal checks, credit card transactions, direct debits, direct deposits, and ATM withdrawals).

<sup>3.</sup> As an example, a figure between 100,000 and 999,999 would need to be correct to the nearest 100,000 for the leading digit to be considered accurate. The figure would need to be correct to the nearest 10,000 for the two leading digits to be considered accurate.

### Schedule C

#### Line Item 1(f) Euros (EUR).

Report the U.S. dollar equivalent amount of all payments made in euros (EUR) over the reporting year.

#### Line Item 1(g) British pounds (GBP).

Report the U.S. dollar equivalent amount of all payments made in British pound sterling (GBP) over the reporting year.

#### Line Item 1(h) Hong Kong dollars (HKD).

Report the U.S. dollar equivalent amount of all payments made in Hong Kong dollars (HKD) over the reporting year.

#### Line Item 1(i) Indian rupee (INR).

Report the U.S. dollar equivalent amount of all payments made in Indian rupee (INR) over the reporting year.

#### Line Item 1(j) Japanese yen (JPY).

Report the U.S. dollar equivalent amount of all payments made in Japanese yen (JPY) over the reporting year.

#### Line Item 1(k) Swedish krona (SEK).

Report the U.S. dollar equivalent amount of all payments made in Swedish krona (SEK) over the reporting year.

#### Line Item 1(l) United States dollars (USD).

Report the total value of all payments made in United States dollars (USD) over the reporting year.

#### Line Item 1(m) All currencies not listed above.

Report the U.S. dollar equivalent amount of all payments made over the reporting year using currencies not listed in items 1(a) through 1(l). Convert the yearly aggregates to U.S. dollars using the average exchange rate for the reporting year. These average exchange rates must be constructed using a consistent series of exchange rate quotations. The method used must be reasonable, consistent, and reproducible. Documentation concerning the method employed to calculate the average exchange rates must be maintained and made available to supervisors upon request.

#### Line Item 2 Payments activity.

The sum of items 1(a) through 1(l).

#### Assets Under Custody

# Line Item 3 Assets held as a custodian on behalf of customers.

Report the value of all assets, including cross-border assets, that the banking organization held as a custodian on behalf of customers, including other financial firms (i.e., financial institutions other than the reporting group). Include such assets even if they are being held by unaffiliated institutions (e.g., central securities depositories, payment systems, central banks, and subcustodians).<sup>4</sup> In the case where assets are held by a sub-custodian, both the primary custodian and the subcustodian must report the assets. Do not include any assets under management<sup>5</sup> or assets under administration<sup>6</sup> which are not also classified as assets under custody.<sup>7</sup> For the purposes of this report, a custodian is defined as a bank or other organization (e.g., securities firms and trust companies) that manages or administers the custody or safekeeping of stock certificates, debt securities, or other assets for institutional and private investors. Custodial accounts held in all legal entities of the holding company must be reported. For a description of custody and safekeeping accounts, refer to the instructions for the Consolidated Reports of Condition and Income (FFIEC 031 and 041) Schedule RC-T, item 11.

## Underwritten Transactions in Debt and Equity Markets

#### Line Item 4 Equity underwriting activity.

Report the total value of all types of equity instruments, underwritten during the calendar year, excluding transactions with subsidiaries and/or affiliates and self-led transactions. This includes all types of equity market transactions such as initial public offerings, additional offerings

6. Assets under administration are securities or other assets for which a banking organization or subsidiary of the banking organization is contractually obligated to provide an administration service (e.g., back office administration and recordkeeping services).

7. Assets under custody are securities or other assets that are held by a banking organization or subsidiary of the banking organization on behalf of a customer under a safekeeping arrangement. For additional information see the FR Y-9C glossary entry for "Custody Account."

<sup>4.</sup> A sub-custodian is an institution that provides custody services on behalf of another custodian.

<sup>5.</sup> Assets under management are securities or other assets that are managed by a banking organization or subsidiary of the banking organization on behalf of a customer for which the reporting banking organization or the subsidiary acts as investment adviser.

### Schedule C

of common stocks, units, depositary receipts (e.g., American depositary receipts (ADRs) and Global depositary receipts (GDRs)), and rights offerings. Also include equity-linked transactions such as convertible bonds, convertible preferred bonds, and exchangeable bonds. Include all types of transactions at all maturities. Do not differentiate transactions between front-end, back-end, and best-effort transactions. Do not differentiate with regard to maturity, currency, or market of issuance.

Include equity securities with embedded derivatives, but exclude stand-alone derivatives underwriting. With regards to the delineation between securities with embedded derivatives and stand-alone derivatives, use the already existing definitions in GAAP.

The accounting and reporting standards for derivative instruments, including certain derivative instruments embedded in other contracts, and for hedging activities are set forth in ASC Topic 815, Derivatives and Hedging (formerly FASB Statement No. 133, Accounting for Derivative Instruments and Hedging Activities, as amended), which banking organizations must follow for purposes of this report. ASC Topic 815 requires all derivatives to be recognized on the balance sheet as either assets or liabilities at their fair value. See ASC Topic 815 for the definition of derivatives.

Contracts that do not in their entirety meet the definition of a derivative instrument, such as bonds, insurance policies, and leases, may contain "embedded" derivative instruments. Embedded derivatives are implicit or explicit terms within a contract that affect some or all of the cash flows or the value of other exchanges required by the contract in a manner similar to a derivative instrument.

The effect of embedding a derivative instrument in another type of contract ("the host contract") is that some or all of the cash flows or other exchanges that otherwise would be required by the host contract, whether unconditional or contingent upon the occurrence of a specified event, will be modified based on one or more of the underlyings.

#### Line Item 5 Debt underwriting activity.

Report the total value of all types of debt instruments underwritten during the calendar year, excluding intragroup or self-led transactions. This includes all types of underwriting transactions relating to debt securities. Include both secured debt instruments (e.g., covered bonds, asset-backed security (ABS) transactions, etc.) and unsecured debt instruments. Include all types of transactions at all maturities. Do not differentiate transactions between front-end, back-end, and best-effort transactions. Do not differentiate with regard to maturity, currency, or market of issuance.

Also include debt securities with embedded derivatives. For more detail on embedded derivatives, refer to the instructions for item 4.

#### Line Item 6 Total underwriting activity.

The sum of items 4 and 5.

### LINE ITEM INSTRUCTIONS FOR

# Complexity Indicators Schedule D

### Notional Amount of Over-the-Counter (OTC) Derivatives

### Line Item 1 OTC derivatives cleared through a central counterparty.

Report the notional amount outstanding of OTC derivative positions which were cleared through a central counterparty. Central counterparties are entities (e.g., a clearing house) that facilitate trades between counterparties in one or more financial markets by either guaranteeing trades or novating contracts. Include all types of risk categories and instruments (e.g., foreign exchange, interest rate, equity, commodities, and credit default swaps (CDS)). For more information on derivatives, refer to ASC Topic 815, Derivatives and Hedging, and the FR Y-9C Glossary entry for "derivative contracts."

#### Line Item 2 OTC derivatives settled bilaterally.

Report the notional amount outstanding of OTC derivative positions which were settled bilaterally (i.e., without the use of a central counterparty). Include all types of risk categories and instruments (e.g., foreign exchange, interest rate, equity, commodities, and CDS). For more information on derivatives, refer to ASC Topic 815, Derivatives and Hedging, and the FR Y-9C Glossary entry for "derivative contracts."

### Line Item 3 Total notional amount of OTC derivatives.

The sum of items 1 and 2.

#### Trading and Available-for-sale (AFS) Securities.

#### Line Item 4 Trading securities.

Report the fair value of all securities classified as trading. Securities that are intended to be held principally for the purpose of selling them in the near term are classified as trading assets. Trading activity includes active and frequent buying and selling of securities for the purpose of generating profits on short-term fluctuations in price. Securities held for trading purposes must be reported at fair value.

Report values on a gross long basis (i.e., do not net short positions against long positions). For long and short positions in the same CUSIP, report the long position prior to any CUSIP netting. For more information on trading securities, refer to ASC Topic 320, Investments — Debt and Equity Securities, and the FR Y-9C Glossary entry for "securities activities."

#### Line Item 5 AFS securities.

Report the fair value of all securities classified as AFS (as defined in the FR Y-9C, Schedule HC, item 2(b)). All securities not categorized as trading securities or held-tomaturity (HTM) must be reported as AFS. Report values on a gross long basis (i.e., do not net short positions against long positions). For long and short positions in the same CUSIP, report the long position prior to any CUSIP netting. For more information on AFS securities, refer to ASC Topic 320, Investments — Debt and Equity Securities, and the FR Y-9C Glossary entry for "securities activities."

#### Line Item 6 Total trading and AFS securities.

The sum of items 4 and 5.

### Line Item 7 Trading and AFS securities that meet the definition of level 1 assets.

Report the gross fair value of all trading and AFS securities that qualify as level 1 assets according to paragraphs 50(c), 50(d) and 50(e) of the Basel III liquidity coverage ratio (LCR) (see *Basel III: The Liquidity Coverage Ratio and liquidity risk monitoring tools*, available at www.bis.org/publ/bcbs238.pdf). Include qualifying securities even if they do not fulfill the LCR operational requirements outlined in paragraphs 31-40.

### Schedule D

## Line Item 8 Trading and AFS securities that meet the definition of level 2 assets, with haircuts.

Report the gross fair value, after applying haircuts, of all trading and AFS securities that qualify as level 2 assets according to paragraphs 52 and 54 of the Basel III LCR (see *Basel III: The Liquidity Coverage Ratio and liquid-ity risk monitoring tools*, available at www.bis.org/publ/ bcbs238.pdf). Include qualifying securities even if they do not fulfill the LCR operational requirements outlined in paragraphs 31-40. Report level 2A, level 2B RMBS, and level 2B non-RMBS assets with haircuts of 15%, 25%, and 50%, respectively.

### Line Item 9 Total adjusted trading and AFS securities.

Item 6 minus the sum of items 7 and 8.

#### Level 3 Assets

### Line Item 10 Assets valued using Level 3 measurement inputs.

Report the gross fair value of all assets that are priced on a recurring basis using Level 3 measurement inputs. ASC Topic 820, Fair Value Measurement, established a threelevel fair value hierarchy that prioritizes inputs used to measure fair value based on observability. Level 3 fair value measurement inputs, while not readily observable in the market, are used to develop an exit price for the asset (or liability) from the perspective of a market participant. Therefore, Level 3 fair value measurement inputs reflect the banking organization's own assumptions about the assumptions that a market participant would use in pricing an asset (or liability) and should be based on the best information available under the given circumstances.

The level in the fair value hierarchy within which the fair value measurement is categorized is determined on the basis of the lowest level input that is significant to the fair value measurement in its entirety. If a fair value measurement uses observable inputs that require significant adjustment based on unobservable inputs, then this is considered a Level 3 measurement. For more information, refer to the FR Y-9C Glossary entry for "fair value."

### LINE ITEM INSTRUCTIONS FOR

# Cross-Jurisdictional Activity Indicators Schedule E

#### **Cross-Jurisdictional Claims**

I

### Line Item 1 Foreign claims on an ultimate-risk basis.

Report the value of all claims over all sectors that, on an ultimate-risk basis, are cross-border claims on non-local residents or foreign-office claims on local residents (see FFIEC 009, Schedule C, Part II, Columns 1 through 10, Total Foreign Countries). Do not include claims from positions in derivative contracts. For definitions, refer to the instructions for preparation of the FFIEC 009.

#### **Cross-Jurisdictional Liabilities**

### Line Item 2 Foreign liabilities (excluding local liabilities in local currency).

Report the sum of all foreign-office liabilities in nonlocal currency, all U.S. dollar liabilities to foreign residents, and all foreign currency liabilities to foreigners (see FFIEC 009, Schedule L, Column 1; TIC BL-1, Column 7; and, TIC BQ-2, Columns 1 and 2). Do not include liabilities from positions in derivative contracts. For definitions, refer to the instructions for preparation of the FFIEC 009 and the Treasury International Capital (TIC) B Reports.

### Line Item 2(a) Any foreign liabilities to related offices included in item 2.

Report the value of any liabilities included in item 2 that are to the banking organization's own foreign offices (see TIC BL-1, Column 8, and the liabilities to related offices reported as part of TIC BQ-2, Columns 1 and 2). For definitions, refer to the instructions for preparation of the TIC B Reports.

#### Line Item 3 Local liabilities in local currency.

Report the value of all foreign-office liabilities in local currency (see FFIEC 009, Schedule L, Column 2). Do not include liabilities from positions in derivative contracts. For definitions, refer to the instructions for the preparation of the FFIEC 009.

#### Line Item 4 Total cross-jurisdictional liabilities.

The sum of items 2 and 3 minus item 2(a).

# LINE ITEM INSTRUCTIONS FOR Ancillary Indicators Schedule F

#### **Ancillary Indicators**

#### Line Item 1 Total liabilities.

Report total liabilities (as defined in the FR Y-9C Schedule HC, item 21).

#### Line Item 2 Retail funding.

Report total deposits less the sum of deposits from depository institutions, deposits from central banks, and any other deposits (including certificates of deposit) not held by retail customers or small businesses. Small business customers are those customers with less than \$1 million in consolidated deposits that are managed as retail customers and are generally considered as having similar liquidity risk characteristics to retail accounts. For more information on deposits, see the FR Y-9C Glossary entry for "deposits."

#### Line Item 3 Total net revenue.

I

Report total net revenue, which is defined as interest income plus noninterest income minus interest expense (FR Y-9C, Schedule HI, item 1(h) plus item 5(m) minus item 2(f)).

#### Line Item 4 Foreign net revenue.

Report the net revenue from all foreign offices. For purposes of this report, a foreign office of a reporting banking organization is a branch or consolidated subsidiary located outside of the organization's home country (i.e., the country where the banking organization is headquartered); an Edge or Agreement subsidiary, including both its U.S. and its foreign offices; or an International Banking Facility (IBF). Branches or consolidated subsidiaries located in territories or possessions of the home country are considered foreign offices. Branches of bank subsidiaries located on military facilities belonging to the home country, wherever located, are not considered foreign offices. For more information on Edge or Agreement subsidiaries and on IBFs, refer to the FR Y-9C Glossary entries for "Edge and Agreement corporation" and "International Banking Facility (IBF)," respectively.

#### Line Item 5 Total gross revenue.

Report total gross revenue, which is defined as interest income plus noninterest income (FR Y-9C, Schedule HI, item 1(h) plus item 5(m)).

#### Line Item 6 Peak equity market capitalization.

Report the peak equity market capitalization over the reporting year. The peak equity market capitalization for a given day is defined as the closing share price multiplied by the number of shares outstanding on that day.

#### Line Item 7 Gross value of cash lent and gross fair value of securities lent in securities financing transactions (SFTs).

Report the gross value of all cash lent and the gross fair value of all securities lent in securities financing transactions. Only include transactions completed by the banking organization on its own behalf. Do not include any counterparty netting. Do not include any conduit lending transactions.

### Line Item 8 Gross value of cash borrowed and gross fair value of securities borrowed in SFTs.

Report the gross value of all cash borrowed and the gross fair value of all securities borrowed in securities financing transactions. Only include transactions completed by the banking organization on its own behalf. Do not include any counterparty netting. Do not include any conduit lending transactions.

### Schedule F

#### Line Item 9 Gross positive fair value of over-thecounter (OTC) derivative transactions.

Report the gross positive fair value of all OTC derivative transactions. Do not include any counterparty netting.

## Line Item 10 Gross negative fair value of OTC derivative transactions.

Report the gross negative fair value of all OTC derivative transactions. Do not include any counterparty netting.

## Line Item 11 Unsecured settlement/clearing lines provided.

Report the total amount of committed, unsecured intraday credit lines extended to the banking organization's customers. This includes, but is not limited to, lines extended for cash overdrafts, securities clearing, and transaction lines (e.g., FX settlement limits).

#### Line Item 12 Held-to-maturity securities.

Report the amortized cost of all securities classified as held-to-maturity (HTM) (as defined in the FR Y-9C, Schedule HC, item 2(a)). This item includes all debt securities that an institution has the positive intent and ability to hold to maturity. For more information on HTM securities, refer to ASC Topic 320, Investments — Debt and Equity Securities, and the FR Y-9C Glossary entry for "securities activities."

#### Line Item 13 Number of jurisdictions.

Report the number of countries, including the home jurisdiction, where the banking organization has either a branch or a subsidiary that is consolidated under GAAP. Determine the jurisdiction using the physical address of the branch or subsidiary.

# INE ITEM INSTRUCTIONS FOR Optional Narrative Statement

#### Line Item 1 Narrative statement.

The management of the reporting banking organization has the option to submit a public statement regarding the values reported on the FR Y-15. The statement must not contain any confidential information that would compromise customer privacy or that the respondent is not willing to have made public. Furthermore, the information in the narrative statement must be accurate and must not be misleading.

The statement may not exceed 750 characters including punctuation, indentation, and standard spacing between words and sentences. Statements exceeding this limit will be truncated at 750 characters with no notice to the respondent. Other than the truncation of statements exceeding the character limit, the statement will appear on agency computerized records and in releases to the public exactly as submitted. Public disclosure of the statement shall not signify that a federal supervisory agency has verified the accuracy or relevance of the information contained therein.

If the respondent elects not to make a statement, the item should be left blank (i.e., do not enter phrases such as "No statement," "Not applicable," "N/A," "No comment," or "None").