Jersey Financial Services Commission

Guidance Note

Validation and verification of the '4.2 SAO' Sheet

Relevant to the JFSC's prudential reporting requirements of JIBs

Issued: December 2018

1 Overview

General points

1.1 No data to be entered unless the JIB uses the SAO method for calculation of operational risk, which must be reflected in the Submission Header.

1.2 The validation and verification checks performed on submission are set out herein.

1.3 Excel data validation in the template is limited as follows:

1.3.1 For monetary amounts, cells have been restricted so that only integers in the range -1,000,000,000 to +1,000,000,000 can be entered, unless otherwise noted. As the unit is £1,000, this means that values of +/- £1 trillion are permitted.

1.3.2 Excel only checks validation on direct input and/or if manually requested so it should not be considered to be a failsafe – *JIBs* should check their data and the *JFSC* will check the data on submission.

1.3.3 Submission of the template to the *JFSC* will prompt the checks to run. If all checks re passed, the submission will be accepted, this fact communicated to the *JIB* together with a list of any warnings.

1.4 In the tables below, both the item (in bold) and the Excel Location (Sheet and Cell reference) are provided.

1.5 When a test is failed, the message received will be as described herein.

1.6 The '**Check**' is a unique identifier for each test, provided within the message to enable the recipient to match the error message to this guidance.

2 Data input validation

Validation of cells where data entry expected or that should be left blank

2.1 The table in this Section outlines the tests performed on cells where data entry is expected or that should be left blank (and are locked in the Excel workbook). Calculated fields are addressed in Section 3.

Check	Sheet	Item	Column	Cell Ref	Validation Message
1	**4.2 SAO**	**A.1**	**Last Year**	D3	Must be blank

Check	Sheet	Item	Column	Cell Ref	Validation Message
2	**4.2 SAO**	**A.1**	**1 year prior**	E3	Must be blank
3	**4.2 SAO**	**A.1**	**2 years prior**	F3	Must be blank
4	**4.2 SAO**	**A.2**	**Consistency**	C4	Must be blank
5	**4.2 SAO**	**A.0**	**Last Year**	D5	Must be blank
6	**4.2 SAO**	**A.0**	**1 year prior**	E5	Must be blank
7	**4.2 SAO**	**A.0**	**2 years prior**	F5	Must be blank
8	**4.2 SAO**	**B.1**	**Consistency**	C6	Must be blank
9	**4.2 SAO**	**B.1**	**Last year**	D6	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
10	**4.2 SAO**	**B.1**	**1 year prior**	E6	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
11	**4.2 SAO**	**B.1**	**2 years prior**	F6	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
12	**4.2 SAO**	**B.2**	**Consistency**	C7	Must be blank
13	**4.2 SAO**	**B.2**	**Last year**	D7	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
14	**4.2 SAO**	**B.2**	**1 year prior**	E7	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
15	**4.2 SAO**	**B.2**	**2 years prior**	F7	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
16	**4.2 SAO**	**B.3**	**Consistency**	C8	Must be blank
17	**4.2 SAO**	**B.3**	**Last year**	D8	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
18	**4.2 SAO**	**B.3**	**1 year prior**	E8	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000

Check	Sheet	Item	Column	Cell Ref	Validation Message
19	**4.2 SAO**	**B.3**	**2 years prior**	F8	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
20	**4.2 SAO**	**B.4**	**Consistency**	C9	Must be blank
21	**4.2 SAO**	**B.4**	**Last year**	D9	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
22	**4.2 SAO**	**B.4**	**1 year prior**	E9	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
23	**4.2 SAO**	**B.4**	**2 years prior**	F9	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
24	**4.2 SAO**	**B.5**	**Consistency**	C10	Must be blank
25	**4.2 SAO**	**B.5**	**Last year**	D10	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
26	**4.2 SAO**	**B.5**	**1 year prior**	E10	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
27	**4.2 SAO**	**B.5**	**2 years prior**	F10	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
28	**4.2 SAO**	**B.6**	**Consistency**	C11	Must be blank
29	**4.2 SAO**	**B.6**	**Last year**	D11	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
30	**4.2 SAO**	**B.6**	**1 year prior**	E11	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
31	**4.2 SAO**	**B.6**	**2 years prior**	F11	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
32	**4.2 SAO**	**B.7**	**Consistency**	C12	Must be blank
33	**4.2 SAO**	**B.7**	**Last year**	D12	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
34	**4.2 SAO**	**B.7**	**1 year prior**	E12	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
35	**4.2 SAO**	**B.7**	**2 years prior**	F12	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000

Check	Sheet	Item	Column	Cell Ref	Validation Message
36	**4.2 SAO**	**B.8**	**Consistency**	C13	Must be blank
37	**4.2 SAO**	**B.8**	**Last year**	D13	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
38	**4.2 SAO**	**B.8**	**1 year prior**	E13	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
39	**4.2 SAO**	**B.8**	**2 years prior**	F13	Input must be a whole number in the range -1,000,000,000 to +1,000,000,000
40	**4.2 SAO**	**B.0**	**Consistency**	C14	Must be blank
41	**4.2 SAO**	**C.1**	**Consistency**	C15	Must be blank
42	**4.2 SAO**	**C.2**	**Consistency**	C16	Must be blank
43	**4.2 SAO**	**C.3**	**Consistency**	C17	Must be blank
44	**4.2 SAO**	**C.4**	**Consistency**	C18	Must be blank
45	**4.2 SAO**	**C.5**	**Consistency**	C19	Must be blank
46	**4.2 SAO**	**C.6**	**Consistency**	C20	Must be blank
47	**4.2 SAO**	**C.7**	**Consistency**	C21	Must be blank
48	**4.2 SAO**	**C.8**	**Consistency**	C22	Must be blank
49	**4.2 SAO**	**C.0**	**Consistency**	C23	Must be blank
50	**4.2 SAO**	**D.0**	**Consistency**	C24	Must be blank
51	**4.2 SAO**	**D.0**	**1 year prior**	E24	Must be blank
52	**4.2 SAO**	**D.0**	**2 years prior**	F24	Must be blank

3 Calculation checks

Validation of cells where there is a calculation

3.1 The tables in this Section outline the tests performed on cells where the Excel workbook contains calculations.

Check	Sheet	Item	Column	Cell Ref	Excel
53	**4.2 SAO**	**A.1**	**Last year**	C3	= 'Submission Header'!B6
54	**4.2 SAO**	**A.2**	**Last year**	D4	= COUNT(D6:D13)
55	**4.2 SAO**	**A.2**	**1 year prior**	E4	= COUNT(E6:E13)
56	**4.2 SAO**	**A.2**	**2 years prior**	F4	= COUNT(F6:F13)
57	**4.2 SAO**	**A.0**	**Consistency**	C5	=IF(OR(C3="SAO", SUM(D4:F4)=0) , "TRUE" , "FALSE")
58	**4.2 SAO**	**B.0**	**Last year**	D14	= SUM(D6:D13)
59	**4.2 SAO**	**B.0**	**1 year prior**	E14	= SUM(E6:E13)
60	**4.2 SAO**	**B.0**	**2 years prior**	F14	= SUM(F6:F13)
61	**4.2 SAO**	**C.1**	**Last year**	D15	= ROUND(D6*18% , 0)
62	**4.2 SAO**	**C.1**	**1 year prior**	E15	= ROUND(E6*18% , 0)
63	**4.2 SAO**	**C.1**	**2 years prior**	F15	= ROUND(F6*18% , 0)
64	**4.2 SAO**	**C.2**	**Last year**	D16	= ROUND(D7*18% , 0)
65	**4.2 SAO**	**C.2**	**1 year prior**	E16	= ROUND(E7*18% , 0)
66	**4.2 SAO**	**C.2**	**2 years prior**	F16	= ROUND(F7*18% , 0)

67	**4.2 SAO**	**C.3**	**Last year**	D17	= ROUND(D8*12% , 0)
68	**4.2 SAO**	**C.3**	**1 year prior**	E17	= ROUND(E8*12% , 0)
69	**4.2 SAO**	**C.3**	**2 years prior**	F17	= ROUND(F8*12% , 0)
70	**4.2 SAO**	**C.4**	**Last year**	D18	= ROUND(D9*15% , 0)
71	**4.2 SAO**	**C.4**	**1 year prior**	E18	= ROUND(E9*15% , 0)
72	**4.2 SAO**	**C.4**	**2 years prior**	F18	= ROUND(F9*15% , 0)
73	**4.2 SAO**	**C.5**	**Last year**	D19	= ROUND(D10*18% , 0)
74	**4.2 SAO**	**C.5**	**1 year prior**	E19	= ROUND(E10*18% , 0)
75	**4.2 SAO**	**C.5**	**2 years prior**	F19	= ROUND(F10*18% , 0)
76	**4.2 SAO**	**C.6**	**Last year**	D20	= ROUND(D11*15% , 0)
77	**4.2 SAO**	**C.6**	**1 year prior**	E20	= ROUND(E11*15% , 0)
78	**4.2 SAO**	**C.6**	**2 years prior**	F20	= ROUND(F11*15% , 0)
79	**4.2 SAO**	**C.7**	**Last year**	D21	= ROUND(D12*12% , 0)
80	**4.2 SAO**	**C.7**	**1 year prior**	E21	= ROUND(E12*12% , 0)
81	**4.2 SAO**	**C.7**	**2 years prior**	F21	= ROUND(F12*12% , 0)
82	**4.2 SAO**	**C.8**	**Last year**	D22	= ROUND(D13*12% , 0)
83	**4.2 SAO**	**C.8**	**1 year prior**	E22	= ROUND(E13*12% , 0)
84	**4.2 SAO**	**C.8**	**2 years prior**	F22	= ROUND(F13*12% , 0)

85	**4.2 SAO**	**C.0**	**Last year**	D23	= SUM(D15:D22)
86	**4.2 SAO**	**C.0**	**1 year prior**	E23	= SUM(E15:E22)
87	**4.2 SAO**	**C.0**	**2 years prior**	F23	= SUM(F15:F22)
88	**4.2 SAO**	**D.0**	**Last year**	D24	=IF (MAX(D23:F23)>0, ROUND(1250% * SUMIF(D23:F23, ">0") / COUNTIF(D23:F23, ">0") ,0) ,0)

4 Logical checks

4.1 Checks that the data entered is not inconsistent. Fails are highlighted in **Red** in the template.

Check	Sheet	Item	Column	Cell Ref	Check	Validation Message
89	**4.2 SAO**	**A.0**	**Last year**	C5	Value must equal TRUE	IF Operational Risk Method is not "SAO" then all data entered on sheet '4.2 SAO' must be blank