



Detailed instructions for Suomi.fi identification and authorization for SIRA and PEF reporting

In contrast to other data collections, in fund reporting (SIRA, PEF), Suomi.fi mandates are not sought on behalf of an individual entity under the reporting obligation (an investment fund), but mandates must be sought on behalf of the fund's management company. Individual funds can be reported in the portal only with the management company's mandates.

Logging in the reporter portal requires the user to have:

- a personal ID for the Suomi.fi system
- mandate from the management company for the entity under the reporting obligation

Study the instructions below on Suomi.fi authentication and the granting of mandates carefully and follow the instructions provided in the links.

Domestic reporters representing an entity with a business ID will find more detailed instructions in the general [Suomi.fi instructions](#) in the reporter portal.

1. Authentication

The use of Suomi.fi services requires a user ID enabling the assignment of mandates to the right person. The user ID for Finnish citizens is the personal identity code, and in this case, authentication can be carried out with banking IDs, for example. Foreign reporters are required to register in the Finnish Authenticator service. If a mandate is granted to a foreign person, the mandate is assigned to the identifier received through Finnish Authenticator. More information on the Finnish Authenticator service is available in the [instructions](#) of the Suomi.fi service.

2. Granting a mandate

Suomi.fi mandates are sought on behalf of the fund's management company, instead of the individual entity under the reporting obligation. In other words, mandates are not sought on behalf of individual funds, but mandates granted by the management company are used to report in the portal on behalf of individual funds.

Entities without a Finnish business ID grant mandates to individuals on behalf of the entity by [authorisation with an application](#). Find out first the documents required in processing the application for a mandate by completing the [survey on authorisation with an application](#). Once the requisite documents are known, mandates on behalf of the entity may be applied for [here](#). The processing applications may take up to 6 weeks.

The type of mandate for the assignee is either a Mandate for transactions or a Right to grant a mandate. When the mandate is given to an entity functioning as a service provider, the mandate type is a Mandate for transactions. The service



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provider must delegate the mandates either as the Representative's right to grant a mandate or as a Mandate to represent. Of the mandate types, only the Mandate for transactions and the Mandate to represent enable logging into the reporting portal. You can find more detailed information on the different types of mandates in the Bank of Finland's general instructions on [Suomi.fi services](#).

The mandate must include the following information:

- Mandate theme: Reporting balance sheet information concerning private equity or Reporting balance sheet information of other financial institutions

When the application is completed by a foreign entity without a business ID the following information on the assignor for the application must be notified to ReportingSupport(a)bof.fi.

- Country identifier
- VAT number or business ID from the country of registration

The information is completed in the section "Details of the assignor" of the application. It is not possible to log in the portal on behalf of a foreign entity if the Bank of Finland does not know the business identifier used by the foreign entity in Suomi.fi services before logging in the portal.