REPUBLIC OF CYPRUS
MINISTRY OF FINANCE

HEADQUARTERS
1471 NICOSIA

FATCA 2017 – Data Verification, Validation & Guidelines

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Contents

1. Introduction

The purpose of this document is to provide a list of data verification and validation checks that take place upon data submission. Following the guidelines stated, will guarantee a more effective and efficient submission process.

There are two (2) types of checks running in sequence, the XML Validation and the Data Checks.

2. XML Validation

XML validation is a series of checks done with the use of the XSD files, as these provided by the US Internal Revenue Service (IRS). These XSD files are publicly available and can be used in combination with the respective tool to validate the correct structure of the XML file along with a number of data validation rules.

Submission result:	Rejected, to be submitted again
Return message:	On screen message, list of errors
Actions to be taken:	Correct the errors listed on the message, Resubmit the file
Precaution:	Download the latest XSD files from the Tax Department's or IRS's website and use an XML editor software to validate your file before submitting it. Checking and correcting your XML file offline is much faster and more convenient.
	XML editors are available either for free or by purchasing a license (e.g. notepad++, XMLSpy)

3. Data Checks

Data Checks take place after the submitted file has passed the XML validation. Data checks cover a wide range of issues that are not covered by the XML validation process. This may include, data field completion checks, data structure correctness and records uniqueness. These checks are in line with the FATCA XML Schema User Guide and the IRS requirements.

DocTypeIndic Field

Description:	Specifies the type of data being submitted, New Data, Corrected Data, Void Data or Amended Data
Expected format/data:	FATCA1, FATCA2, FATCA3 or FATCA4
Submission result:	Rejected, to be submitted again
Return message:	Message by email, list of errors
Actions to be taken:	Correct the errors listed on the message, Resubmit the file
Precaution:	Provide a correct type based on the period the file is submitted, i.e. initial submission period should always be of type FATCA1. Only one type of records is allowed per file.

DocRefID Field

Description:	Contains a record level unique reference identifier. This should be able to identify a unique record across the file.
Suggested format/data:	<GIIIN>.REPORTING_YEAR(YYYY)>_<DATE_TIME(YYYYMMDDHHMM)>_< SERIAL NUMBER>
Submission result:	Rejected, to be submitted again
Return message:	Message by email, list of errors
Actions to be taken:	Correct the errors listed on the message, Resubmit the file
Precaution:	Provide a unique DocRefId within the submitted file

CorrDocRefId Field

Description:	In case of a correction it holds a reference to the initial record by using its original DocRefId.
Suggested format/data:	Same as DocRefId, <GIIIN>.REPORTING_YEAR(YYYY)>_<DATE_TIME(YYYYMMDDHHMM)>_< SERIAL NUMBER>
Submission result:	Rejected, to be submitted again
Return message:	Message by email, list of errors
Actions to be taken:	Correct the errors listed on the message, Resubmit the file
Precaution:	Fill the CorrDocRefId with the initial DocRefId value of the record when corrected, voided or amended data are being submitted

TIN Field

Description:	Contains the receiving country Tax Identification Number
Expected format/data:	123456789' OR '123-45-6789' OR '12-3456789 or `000000000`
Submission result:	Rejected, to be submitted again
Return message:	Message by email, list of errors
Actions to be taken:	Correct the errors listed on the message, Resubmit the file
Precaution:	Provide a correct TIN in the correct format as stated above. A separate check, with the respective error message, is also curried out to verify that the field has been populated with a value.

FirstName and LastName Fields

Description:	Keeps the first and last name of an individual and should be provided
Expected format/data:	As stated in the XML user guide, currently 200 - character string
Submission result:	Rejected, to be submitted again
Return message:	Message by email, list of errors
Actions to be taken:	Correct the errors listed on the message, Resubmit the file
Precaution:	Provide the first and last name of individuals

ReportingPeriod Field

Description:	Indicates the reporting year
Expected format/data:	YYYY-MM-DD
Submission result:	Rejected, to be submitted again
Return message:	Message by email, list of errors
Actions to be taken:	Correct the errors listed on the message, Resubmit the file
Precaution:	The year in the ReportingPeriod field should be the same as the one selected as a parameter in the screen during the XML file upload.

SendingCompanyIN Field

Description: Contains the GIIN number as this provided during the registration with IRS

Expected format/data: XXXXXX.XXXXX.XX.196

Submission result: Rejected, to be submitted again

Return message: Message by email, list of errors

Actions to be taken: Correct the errors listed on the message, Resubmit the file

Precaution: Provide a correct GIIN in the correct format as stated above.

A separate check, with the respective error message, is also curried out to verify that the GIIN used is the same as of the FI submitting it.