

INSTRUCTION NO.1/ 2017

on the preparation and submission of annual financial statements by the entities authorized, regulated and supervised by the Financial Supervision Authority - Financial and Investment Instruments Sector as well as for the amendment of Instruction A.S.F. No.1 / 2016 on the preparation and submission of annual financial statements and annual reporting by the entities authorized, regulated and supervised by the Financial Supervision Authority - Financial instruments and investment sector

In accordance with Art. 1 para. (2), art. 2 para. (1) letters a) and d), art. 6 para. (2) and art. 14 of the Government Emergency Ordinance no. 93/2012 on the establishment, organization and functioning of the Financial Supervision Authority, approved with amendments by Law no. 113/2013, as amended and supplemented,

Based on Art. 4 para. (3) letter b) Accounting Law no. 82 / 1991 republished, as amended and supplemented,

According to the deliberations of the Financial Supervision Authority Council from the meeting on March 1, 2017

The **Financial Supervision Authority** issues the following statement:

Art. 1 - (1) This Instruction establishes how the annual financial statements have to be prepared and submitted by the entities authorized, regulated and supervised by the Financial Supervision Authority, Financial Instruments and Investment Sector, that are obliged to apply the Norms of the Financial Supervision Authority No. 40/2015 for the approval of the Accounting regulations on the annual and consolidated financial statements, applicable to the entities authorized, regulated and supervised by the Financial Supervision Authority, Financial Instruments and Investment Sector, hereinafter Norm no. 40/2015.

(2) The entities mentioned in para. (1), hereinafter referred to as the *entities* are obliged to submit annual financial statements within 150 days after the end of the financial year at the headquarters of the Financial Supervision Authority, as well as at the territorial units of the Ministry of Public Finance accompanied by the documents specified by the law.

(3) The entities to which branches or sub-units without legal personality are subordinated shall check and centralize their trial balances, preparing the annual financial statements.

(4) The sub-units without legal personality belonging to legal persons headquartered abroad are obliged to prepare and submit the annual financial statements in accordance with this instruction. Where a legal person having its headquarters abroad operates in Romania through multiple permanent establishments, the annual financial statements are prepared by the permanent establishment designated to fulfill the tax obligations, which reflect the activity of all permanent establishments.

(5) Pursuant to Art. 5 para. (1) sentence II of Law no. 82/1991, republished, as amended and supplemented, the sub-units opened in Romania by companies resident in countries from the European Economic Area shall not prepare annual financial statements for their own activity.

(6) The entities that have not performed any activity from incorporation until the end of the financial year, shall not prepare annual financial statements, and shall submit in this regard an affidavit of the administrator or of the person who has the obligation to manage the entity.

Art. 2 - (1) In order to submit to the territorial units of the Ministry of Public Finance the annual financial statements in paper form and in electronic form or only in electronic form, the entities use the program of assistance made available for free by the Ministry of Public Finance on the website of the National Agency for Fiscal Administration.

(2) The annual financial statement may be filed at the registry of the Financial Supervision Authority, namely that of the territorial units of the Ministry of Public Finance or at the post office by

letters with declared value, according to the Government Decision no. 627/1995 on improving the discipline on filing the balance sheets and other documents of financial-accounting and tax nature, by the economic agents and other taxpayers.

Art. 3 - (1) The entities prepare and submit the annual financial statement that includes the following forms:

1. Balance sheet (code 10) - according to annex 1;
2. Profit and loss account (code 20) - according to annex 1;
3. The statement of changes in equity;
4. The cash flow statement;
5. Explanatory notes to the annual financial statements.

They will be accompanied by the form "Informative data" (code 30) and the form "Statement of fixed assets" (code 40), as set out in Annex 1.

(2) The annual financial statements are prepared in lei and are published according to the law in Romanian. This measurement unit shall be written on each form separately.

(3) The entities shall fill in the identification data (entity name, address, telephone number and registration number in the trade register), as well as the data on the correct classification of the type of property and unique registration code, without using abbreviations or initials. The codes that delimit the classification of the entity shall be written in the boxes.

(4) The entities shall fill in the code for the performed activity, according to the Classification of the activities in the national economy - CAEN, approved by Order of the President of the National Statistics Institute No. 337/2007. If the entity carries out several activities, the code of the main activity that defines the profile of the entity shall be filled in (i.e. the CAEN code of the class of the main activity). For the sub-units without legal personality from Romania, belonging to legal persons headquartered abroad, the CAEN code entered in the annual financial statements prepared by the permanent establishment / the designated permanent establishment from Romania corresponds to their own performed activity.

(5) Not filling in the first page of the form "Balance" correctly, with the data provided in par. (3) or filling the forms contained in the annual financial statements with inaccurate data shall lead to the impossibility of identifying the entity and, therefore, it shall be considered that the annual financial statement has not been submitted.

(6) The provisions relating to the completion of the ownership type in accordance with Annex no. 2 shall also be considered by the sub-units registered in Romania which belong to legal persons headquartered abroad.

Art. 4 - (1) The financial statements are signed by the person entitled and by the administrator or the person in charge with the management of the entity and include also their name in clear script. The quality of the person who prepared the annual financial statements shall be filled in as follows:

- a) the financial director, chief accountant or other person authorized to perform this function, according to the law;
- b) natural or legal persons authorized by the law, members of the Body of Certified Accountants and Chartered Accountants in Romania, under the law.

(2) The *person appointed to perform this function* means any person employed under the law, which fulfills the requirements of the Accounting Law no. 82/1991, as amended and supplemented.

(3) The entities that have not performed any activity from incorporation until the end of the financial year shall submit an affidavit of the administrator or of the person who has the obligation to manage the entity, within 60 days of the financial year end, comprising all identification data, namely:

- a) full name, according to the certificate of registration;
- b) full address and telephone number;
- c) trade register registration number and activity code;
- d) tax code / unique registration code;

e) share capital. A similar statement shall also be submitted by the entities that are being subject to winding-up proceedings.

Art. 5. - Instruction No.1 / 2016 on the preparation and submission of annual financial statements and annual reporting by the entities authorized, regulated and supervised by the Financial Supervision Authority - Financial Instruments and Investment Sector, published in the Official Gazette of Romania, Part I, No. 230 of 29 March 2016 is hereby amended as follows:

1. In Article 4, paragraph (4) shall be amended and shall have the following content:

“(4) The sub-units without legal personality belonging to legal persons headquartered abroad, with the exception of the sub-units opened in Romania by companies resident in countries from the European Economic Area, are obliged to prepare and submit the annual financial statements in accordance with this instruction. Where a legal person having its headquarters abroad operates in Romania through multiple permanent establishments, the annual financial statements are prepared by the permanent establishment designated to fulfill the tax obligations, which reflect the activity of all permanent establishments.”

2. In Article 7, paragraph (7) shall be amended and shall have the following content:

“(7) The sub-units without legal personality belonging to legal persons headquartered abroad, with the exception of the sub-units opened in Romania by companies resident in countries from the European Economic Area, are obliged to prepare and submit the annual financial statements in accordance with this instruction. Where a legal person having its headquarters abroad operates in Romania through multiple permanent establishments, the annual financial statements are prepared by the permanent establishment designated to fulfill the tax obligations, which reflect the activity of all permanent establishments.”

3. In Annex No. 3 “Informative data” (code 30), references to the years 2014 and 2015 should be read as references to “*Prior financial year*”, namely “*The current financial year.*”

Art. 6 – Annexes No. 1- 2 are part of this instruction.

Art. 7 - Failure to observe this instruction shall be sanctioned in accordance with the provisions of Title X of Law No. 297/2004 on the capital market, as amended and supplemented, and the Law on accounting No. 82/1991, republished, as amended and supplemented.

Art. 8 – Upon the entry into force of this instruction, Instruction no. 2/2007 on the preparation and submission of the annual financial statements by the entities authorized, regulated and supervised by the National Securities Commission approved by the Order of the National Securities Commission No. 30/2007, published in the Official Gazette of Romania, Part I, No. 220 of 30 March 2007, as amended and supplemented, is repealed.

Art. 9 - This instruction is published in the Official Gazette of Romania, Part I, in the Bulletin and on the website of the Financial Supervision Authority and shall enter into force after its publication in the Official Gazette of Romania

Chairman of the Financial Supervision Authority,
Mișu Negrițoiu

Bucharest,
No. 1 / 02.03.2017

BALANCE SHEET
on 31 December

(code 10)

- lei -

	Line no.	Balance on:	
		Beginning of financial year	End of financial year
A	B	1	2
A. CURRENT ASSETS			
I. INTANGIBLE ASSETS			
1. incorporation expenses (acc. 201-2801)	01		
2. development expenses (acc. 203-2803 - 2903)	02		
3. concessions, patents, licenses, trademarks, similar rights and values and other intangible assets (acc. 205 + 208 - 2805-2808 - 2905-2908)	03		
4. goodwill (acc. 2071-2807)	04		
5. advances (acc. 4094)	05		
TOTAL (line 01-05)	06		
II. TANGIBLE ASSETS			
1. land and buildings (acc. 211+212-2811 - 2812-2911 -2912)	07		
2. Plant and machinery (acc. 213-2813 - 2913)	08		
3. other installations, tools and furniture (acc. 214-2814 - 2914)	09		
4. advances (acc.4093)	10		
TOTAL (line 07-10)	11		
III. FINANCIAL ASSETS			
1. Shares held in subsidiaries (acc. 261-2961)	12		

2. loans to affiliated entities (acc. 2671 + 2672 - 2965)	13		
3. shares in associated and jointly controlled entities (acc. 263-2963)	14		
4. loans to associated and jointly controlled entities (acc. 2675 +2676-2967)	15		
5. other long term investments (acc. 265-2964)	16		
6. other loans (acc. 2673 + 2674 + 2678 + 2679 - 2966-2969)	17		
TOTAL (line 12-17)	18		
FIXED ASSETS - TOTAL (line 06 + 11 + 18)	19		
B. CURRENT ASSETS			
1. STOCKS			
1. supplies (acc. 302 +/- 308 + 303 + 351-392 - 395)	20		
2. services in progress (acc. 332-394)	21		
3. advances for purchases of stocks (acc. 4091)	22		
TOTAL (line 20-22)	23		
II. RECEIVABLES (Amounts to be cashed in after more than one year must be shown separately for each item)			
1. Trade receivables (acc. 2675 + 2676 + 2678 + 2679 - 2966 - 2969 + 4092 + 411 + 413 + 418-491)	24		
2. amounts receivable from related parties (acc. 4511 + 4518 – from acc.495)	25		
3. amounts receivable from associated and jointly controlled entities (acc. 4521 + 4528 – from acc. 4952)	26		
4. Other receivables (acc. 425 + 4282 + 431 + 437 + 4382 + 441 + 4424 + 4428 + 444 + 445 + 446 + 447 + 4482 + 4582 + 461 + 473 - 496 + 5187)	27		
5. receivables for the capital subscribed and not paid (acc. 456 – from acc. 495)	28		
TOTAL (line 24 to 28)	29		
III. SHORT TERM INVESTMENTS			

1. Shares held in affiliated entities (acc. 501-591)	30		
2. other short-term investments (acc. 5031 + 5032 + 505 + 5061 + 5062 + 5071 + 5072 + 5081 + 5082 + 5088 + 5089 - 593 - 595 - 596 - 597 - 598 + 5113 + 5114)	31		
TOTAL: (line 30 + 31)	32		
IV. CASH AND BANK ACCOUNTS (acc. 5112 + 5121 + 5122 + 5123 + 5124 + 5125 + 5311 + 5314 + 5321 + 5322 + 5323 + 5328 + 5411 + 5412 + 542)	33		
CURRENT ASSETS - TOTAL (line. 23 + 29 + 32 + 33)	34		
C. PREPAYMENTS (acc. 471) (line36 + 37)	35		
Amounts to be resumed within a period of up to one year (from acc. 471 *)	36		
Amounts to be resumed within a period exceeding one year (from acc. 471 *)	37		
D. LIABILITIES TO BE PAID WITHIN A PERIOD OF ONE YEAR			
1. loans from bonds (acc. 161+ 1681-169)	38		
2. amounts owed to credit institutions (acc. 1621 + 1622 + 1682 +5191 + 5192 + 5198)	39		
3. advance payments in the clients' account (acc. 419)	40		
4. trade payables (acc. 401 + 404 + 408)	41		
5. bills payable (acc. 403 + 405)	42		
6. amounts due to affiliated entities (acc. 1661 + 1685 + 2691 + 4511 + 4518)	43		
7. amounts due to associated and jointly controlled entities (acc. 1662 + 1686 + 2693 +4521 + 4528)	44		
8. other liabilities, including tax and other liabilities to social security (acc.167 + 1687 + 2698 + 421 + 423 + 424 + 426 + 427 + 4281 + 431 + 437 + 4381 + 441 + 4423 + 4428 + 444 + 446 + 447 + 4481 + 4551 + 4558 + 456 + 457 + 4581 + 462 + 473 + 509 + 5186)	45		
TOTAL (line 38-45)	46		
E. NET CURRENT ASSETS, RESPECTIVELY NET CURRENT LIABILITIES (line 34 + 35-46 - 62.2)	47		

F. TOTAL ASSETS LESS CURRENT LIABILITIES (line 19 + 47)	48		
G. LIABILITIES TO BE PAID WITHIN A PERIOD OF MORE THAN ONE YEAR			
1. loans from bonds (acc. 161+ 1681-169)	49		
2. amounts owed to credit institutions (acc. 1621 + 1622 + 1682 +5191 + 5192 + 5198)	50		
3. advance payments in clients' account (acc. 419)	51		
4. trade payables (acc. 401 + 404 + 408)	52		
5. bills payable (acc. 403 + 405)	53		
6. amounts due to affiliated entities (acc. 1661 + 1685 + 2691 + 4511 + 4518)	54		
7. amounts due to associated and jointly controlled entities (acc. 1662 + 1686 + 2693 +4521 + 4528)	55		
8. other liabilities, including tax and other liabilities to social security (acc. 167 + 1687 + 2698 + 421 + 423 + 424 + 426 + 427 + 4281 + 431 + 437 + 4381 + 441 + 4423 + 4428 + 444 + 446 + 447 + 4481 + 4551 + 4558 + 456 + 457 + 4581 + 462 + 473 + 509 + 5186)	56		
TOTAL (line 38-45)	57		
H. PROVISIONS			
1. Provisions for employee benefits (acc. 1515 + 1517)	58		
2. provisions for taxes (acc. 1516)	59		
3. other provisions (acc. 1511 + 1512 + 1513 + 1514 + 1518)	60		
TOTAL PROVISIONS: (line 58-60)	61		
I. DEFERRED INCOME (line 62.1 + 62.2 + 62.3 + 62.4) of which:	62		
1. subsidies for investments (acc. 475) (line 62.1.1 + line 62.1.2)	62.1		
Amounts to be resumed within a period of up to one year (from acc. 475 *)	62.1.1		
Amounts to be resumed within a period exceeding one year (from acc. 475 *)	62.1.2		

2. Deferred revenues (acc. 472) (line 62.2.1 + 62.2.2)	62.2		
Amounts to be resumed within a period of up to one year (from acc. 472 *)	62.2.1		
Amounts to be resumed within a period exceeding one year (from acc. 472 *)	62.2.2		
3. accrued revenue related to assets received by transfer from customers (acc. 478) (line 62.3.1 + 62.3.2):	62.3		
Amounts to be resumed within a period of up to one year (from acc. 478 *)	62.3.1		
Amounts to be resumed within a period exceeding one year (from acc. 478 *)	62.3.2		
4. negative goodwill (acc. 2075)	62.4		
J. CAPITAL AND RESERVES			
I. CAPITAL (line 64-66) of which:	63		
- unpaid subscribed capital (acc. 1011)	64		
- paid subscribed capital (acc. 1012)	65		
- other equity items (acc. 1031)	66		
II. CAPITAL PRIMES (acc. 104)	67		
III. REVALUATION RESERVES (acc. 105)			
Balance C	68		
Balance D	69		
IV. RESERVES (line 71-73)	70		
1. legal reserves (acc. 1061)	71		
2. statutory or contractual reserves (acc. 1063)	72		
3. other reserves (acc. 1068)	73		
Own shares (acc. 109)	74		
Gains related to equity instruments (acc. 141)	75		
Losses related to equity instruments (acc. 149)	76		
V. RETAINED EARNINGS (acc. 117)			
Balance C	77		

Balance D	78		
VI. RESULT FOR THE YEAR (acc. 121)			
Balance C	79		
Balance D	80		
Profit distribution (acc. 129)	81		
TOTAL EQUITY (line 63 + 67 + 68 - 69 + 70 - 74 + 75 - 76 + 77 - 78 + 79 - 80 - 81)	82		

* Accounts to be assigned in accordance with the nature of the items.

ADMINISTRATOR,

PREPARED BY,

Name and surname _____

Name and surname _____

Signature _____

Quality _____

Signature _____

Registration no. with the professional body _____

PROFIT AND LOSS ACCOUNT
on 31 December....

(code 20)

- lei -

Name of the indicator	Line No.	Financial year	
		previous	ended
A	B	1	2
Net turnover (line 02-03)	01		
a) Revenues from current activity (acc. 704 + 705 + 706 + 708)	02		
b) Income from subsidies related to net turnover (acc. 7411)	03		
Income related to the cost of services in progress (acc. 711)			
balance C	04		
balance D	05		
Revenues from production assets (acc. 721 + 722)	06		
Revenues from revaluation of tangible assets (acc. 755)	07		
Revenues from the production of investment property (acc. 725)	08		
Other operating income (acc. 7412 + 7413 + 7414 + 7415 + 7416 + 7417 + 7419 + 758 + 7815)	09		
OPERATING INCOME - TOTAL	10		
(line 01 + 04-05 + 06 at 09)			
Expenses for materials and other external charges (line12-14)	11		
a) Costs of consumables (acc. 602)	12		
b) Other material costs (acc. 603 + 604)	13		
c) Other external expenses (with energy and water) (acc. 605)	14		
Personnel expenses (line 16 + 17)	15		
a) Salaries (acc. 641 + 642 + 644)	16		
b) Expenses for insurance and social protection (acc. 645)	17		

Value adjustments on tangible and intangible assets (line 19-20)	18		
a) Expenses (acc. 6811 + 6813 + 6817)	19		
b) Income (acc. 7813 + 7815)	20		
Value adjustments on current assets (line 22 -23)	21		
a) Expenses (acc. 654 + 6814)	22		
b) Income (acc. 754 + 7814)	23		
Other operating expenses (line 25-29)	24		
Expenditure on external services (acc. 611 + 612 + 613 + 614 + 621 + 622 + 623 + + 624 + 625 + 626 + 627 + 628)	25		
Other taxes, duties and assimilated payments (acc. 635)	26		
Expenditure on environmental protection (acc. 652)	27		
Expenses from revaluation of tangible assets (acc. 655)	28		
Expenses on damages, donations, calamities and other similar events (acc. 658)	29		
Adjustments for provisions (line 31-32)	30		
a) Expenses (acc. 6812)	31		
b) Income (acc. 7812)	32		
OPERATING EXPENSES - TOTAL (line 11 + 15 + 18 + 21 + 24 + 30)	33		
OPERATING RESULT			
- Profit (line 10-33)	34		
- Loss (line 33-10)	35		
FINANCIAL INCOME			
Income from shares in associated and jointly controlled entities (acc. 7613)	36		
Income from shares in affiliated entities (acc. 7611)	37		
Interest income (acc. 766)	38		
Income from operating subsidies for interest payable (acc. 7418)	39		

Other financial income (acc. 7617 + 762 + 764 + 765 + 767 + 768)	40		
FINANCIAL INCOME - TOTAL (line 36-40)	41		
Value adjustments on financial assets and financial investments held as current assets (line 43-44)	42		
Expenses (acc. 686)	43		
Income (acc. 786)	44		
Interest expense (acc. 666)	45		
- of which, expenses in relation to affiliated undertakings	46		
Other financial expenses (acc. 663 + 664 + 665 + 667 + 668)	47		
FINANCIAL EXPENSES - TOTAL (line 42 + 45 + 47)	48		
FINANCIAL RESULT:			
- Profit (line 41-48)	49		
- Loss (line 48-41)	50		
TOTAL REVENUE (line 40 + 41)	51		
TOTAL EXPENSES (line 33 + 48)	52		
GROSS RESULT			
- Profit (line 51-52)	53		
- Loss (line 52-51)	54		
INCOME TAX (acc. 691)	55		
Other tax expenses not listed in the above items (acc. 698)	56		
RESULT FOR THE YEAR:			
- Profit (line 53-55 -56)	57		
- Loss (line 50 + 55 + 56) or (line 55 + 56-53)	58		

INFORMATIVE DATA
on 31 December

(code 30)

- lei -

I. Data on registered result	Line No.	No. of units	Amounts	
A	B	1	2	
Units that registered profit	01			
Units that registered loss	02			
Units that have not recorded any profit nor loss	03			
II. Data on outstanding payments	Line No.	Total col. (2 + 3)	Of which:	
			For current activity	For the investment activity
A	B	1	2	3
Outstanding payments - total (line 05 + 09 + 15 to 19+23), of which:	04			
Suppliers with overdue amounts- total (line 06-08), of which:	05			
- of over 30 days	06			
- of over 90 days	07			
- of over 1 year	08			
Outstanding liabilities to social security - total (line 10-14), of which:	09			

- social security contributions owed by employers, employees and other assimilated persons	10			
- contributions to the health insurance fund	11			
- contribution to the supplementary pension	12			
- contributions to the unemployment insurance budget	13			
- other social liabilities	14			
Overdue liabilities to special funds and other funds	15			
Overdue liabilities to other creditors	16			
Taxes and fees not paid to the state budget on deadline	17			
Taxes and fees not paid to the local budgets on deadline	18			
Bank loans not paid on deadline - total (line 20-22), of which:	19			
- overdue after 30 days	20			
- overdue after 90 days	21			
- overdue after 1 year	22			
Overdue interest	23			
III. Average number of employees	Line No.	End of previous financial year	End of current financial year	
A	B	1	2	
Average number of employees	24			
The actual number of existing employees at the end of the period, i.e. on 31 December	25			

IV. Interest, dividends and royalties paid during the reporting period. Grants received and receivable outstanding	Line No.	Amounts
A	B	1
Gross income from interest paid to non-resident individuals, of which:	26	
- tax due to the state budget	27	
Gross income from interest paid to individuals non-resident in Member States of the European Union, of which:	28	
- tax due to the state budget	29	
Gross income from interest paid to non-resident legal entities, of which:	30	
- tax due to the state budget	31	
Gross income from interest paid to associated legal persons*) non-resident in the Member States of the European Union, of which:	32	
- tax due to the state budget	33	
Gross income from dividends paid to individuals non-resident in Member States of the European Union, of which:	34	
- tax due to the state budget	35	
Gross income from dividends paid to non-resident individuals, of which:	36	
- tax due to the state budget	37	
Gross income from dividends paid to non-resident legal entities, according to the provisions of Art. 229 letter h) of Law no. 227/2015 regarding the Fiscal Code, as amended and supplemented, of which:	38	

- tax due to the state budget	39	
Gross revenues from royalties paid to associated legal persons*) non-resident in the Member States of the European Union, of which:	40	
- tax due to the state budget	41	
Gross revenues from royalties paid to non-resident individuals, of which:	42	
- tax due to the state budget	43	
Gross revenues from royalties paid to individuals non-resident in the Member States of the European Union, of which:	44	
- tax due to the state budget	45	
Gross revenues from royalties paid to non-resident legal entities, of which:	46	
- tax due to the state budget	47	
Royalties paid during the reporting period for public domain goods, received in concession, of which:	48	
- royalties for public domain goods paid to the state budget	49	
Mining royalty paid to the state budget	50	
Oil royalties paid to the state budget	51	
Rent paid during the financial year for land	52	
Gross revenues from services paid by non-residents, of which:	53	

- tax due to the state budget	54		
Gross revenues from services paid to non-residents of the Member States of the European Union, of which:	55		
- tax due to the state budget	56		
Subsidies received during the reporting period, of which:	57		
- subsidies received during the reporting period related to assets	58		
- subsidies related to income, of which:	59		
- subsidies to stimulate employment **)	60		
Outstanding claims, which were not collected at the terms stipulated in commercial contracts and / or regulations in force, of which:	61		
- outstanding receivables from entities from the majority or entirely state sector	62		
- outstanding receivables from private sector entities	63		
V. Food vouchers	Line No.	Amounts	
A	B	1	
The equivalent value of meal vouchers granted to employees	64		
VI. Costs incurred for research and development ***)	Line No.	End of previous financial year	End of current financial year
A	B	1	2
Expenditure on R & D, of which:	65		

- as per funding sources (line 67 + 68), of which:	66		
- out of public funds	67		
- out of private funds	68		
- as per the nature of the expense (line 70 + 71), of which:	69		
- current expenditure	70		
- capital expenditure	71		
VII. Innovation expenses*****)	Line No.	End of previous financial year	End of current financial year
A	B	1	2
Innovation expenses	72		
VIII. Other information	Line No.	End of previous financial year	End of current financial year
A	B	1	2
Advance payments for intangible assets (acc. 4094)	73		
Advance payments for tangible assets (acc. 4093)	74		
Financial assets, in gross amounts (line 76 + 85), of which:	75		
Shares in affiliated entities, participating interests and other long term investments and bonds, in gross amounts (line 77-84), of which:	76		
- quoted shares issued by residents	77		
- unquoted shares issued by residents	78		
- equity interests issued by residents	79		
- bonds issued by residents	80		
- shares issued by resident undertakings for collective investment	81		

- units issued by the undertakings for collective investment	82		
- shares and equity interests issued by non-residents	83		
- bonds issued by non-residents	84		
Long-term receivables, in gross amounts (line 86 + 87), of which:	85		
- long-term receivables in lei and expressed in lei, whose settlement is made based on a foreign currency (from acc. 267)	86		
- long-term receivables in foreign currency (from acc. 267)	87		
Trade receivables, advances to suppliers and other assimilated accounts, in gross amounts (acc. 4091 + 4092 + 411 + 413 + 418), of which:	88		
- foreign trade receivables, advances to external suppliers and other assimilated accounts, in gross amounts (from acc. 4091 + from acc. 4092 + from acc. 411 + from acc. 413 + from acc. 418)	89		
Uncollected trade receivables not cashed in at the due date (from acc.4091 + from acc. 4092 + from acc. 411 + from acc. 413)	90		
Claims with the staff and assimilated accounts (acc. 425 + 4282)	91		
Claims related to social security budget and the state budget (acc. 431 + 437 + 4382 + 441 + 4424 + 4428 + 444 + 445 + 446 + 447 + 4482), (line 93 la 97), of which	92		
- Claims related to social security (acc. 431 + 437 + 4382)	93		

- tax receivables related to state budget (acc. 441 + 4424 + 4428 + 444 + 446)	94		
- receivable subsidies (acc. 445)	95		
- special funds - taxes and similar payments (acc. 447)	96		
- other receivables related to state budget (acc. 4482)	97		
Entity's receivables in relations with the affiliated entities (acc. 451)	98		
Claims related to social insurance budget and state budget not cashed in at the deadline (from acc. 431 + from acc. 437 + from acc. 4382 + from acc. 441 + from acc. 4424 + from acc. 4428 + from acc. 444 + from acc. 445 + from acc. 446 + from acc. 447 + from acc. 4482)	99		
Other receivables (acc. 452 + 456 + 4582 + 461 + 471 + 473), of which:	100		
- settlements on participating interests, settlements with shareholders / associates on capital, settlements from operations ventures (acc. 452 + 456 + 4582)	101		
- other claims related to natural and legal persons, other than claims related to public institutions (state institutions), (from acc. 461 + from acc. 471 + from acc. 473)	102		
- the amounts debited from account 542 "Treasury advances" representing cash advances granted according to the law, not settled until the reporting date (from acc. 461)	103		
Receivable interest (acc. 5187), of which:	104		

- from non-residents	105		
The amount of the loans granted to other entities	106		
Short-term investments, in gross amounts (acc. 501 + 503 + 505 + 506 + 507 + from acc. 508), (line 108-116), of which:	107		
- quoted shares issued by residents	108		
- unquoted shares issued by residents	109		
- equity interests issued by residents	110		
- bonds issued by residents	111		
- shares issued by the resident undertakings for collective investment	112		
- units issued by undertakings for collective investment	113		
- shares issued by non-residents	114		
- bonds issued by non-residents	115		
- short-term bank deposits	116		
Other receivable amounts(acc. 5113 + 5114)	117		
Cash in lei and foreign currency (line 121 + 122), of which:	118		
- in lei (acc. 5311)	119		
- in foreign currency (acc. 5314)	120		
Current accounts in banks in lei and in foreign currency (line 124 + 126), of which:	121		
- in lei (acc. 5121), of which:	122		
-current accounts in lei opened with non-resident banks:	123		
- in foreign currency (acc. 5314)	124		

- current accounts in foreign currency opened with non-resident banks	125		
Other current accounts and letters of credit in banks (line 129 + 130), of which:	126		
- amounts pending settlement, letters of credit and other receivable securities, in lei (acc. 5112 + 5125 + 5411)	127		
- amounts pending settlement and letters of credit in foreign currency (from acc. 5125 + 5412)	128		
Debt (line 132 + 135 + 138 + 141 + 144 + 147 + 150 + 153 + 156 + 159 + 162 + 163 + 167 + 169 + 170 + 175 + 176 + 177 + 183), of which:	129		
Loans from bonds, in gross amounts (acc. 161), (line 131 + 132), of which:	130		
- in lei	131		
- in foreign currency	132		
Interest on borrowings from bonds, in gross amounts (acc. 1681) (line 134 + 135), of which:	133		
- in lei	134		
- in foreign currency	135		
Short-term domestic bank loans (acc. 5191 + 5192 + 5197), (line 137 + 138), of which:	136		
- in lei	137		
- in foreign currency	138		
Interest on short-term domestic bank loans (from acc. 5198) (line 140 + 141), of which:	139		
- in lei	140		
- in foreign currency	141		

Short-term external bank loans (acc. 5193 + 5194 + 5195) (line 143 + 144), of which:	142		
- in lei	143		
- in foreign currency	144		
Interest on short-term external bank loans (in acc. 5198) (line 146 + 147), of which:	145		
- in lei	146		
- in foreign currency	147		
Long-term bank loans (acc. 1621 + 1622 + 1627) (line 149 + 150), of which:	148		
- in lei	149		
- in foreign currency	150		
Interest on long-term bank loans (from acc. 1682) (line 152 + 153), of which:	151		
- in lei	152		
- in foreign currency	153		
Foreign long-term bank loans (acc. 1623 + 1624 + 1625) (line 155 + 156), of which:	154		
- in lei	155		
- in foreign currency	156		
Interest on long-term external bank loans (from acc. 1682) (line 158 + 159), of which:	157		
- in lei	158		
- in foreign currency	159		
Loans from the state treasury and related interest (acc. 1626 + from acc. 1682)	160		
Other loans and related interests (acc. 166 + 167 + 1685 + 1686 + 1687), (line 162 + 163), of which:	161		

- in lei and expressed in lei, whose settlement is based on a foreign currency	162		
- in foreign currency	163		
Value of the concessions received (from acc. 167)	164		
Trade payables, advances from customers and other assimilated accounts, in gross amounts (acc. 401 + 403 + 404 + 405 + 408 + 419), of which:	165		
- external trade payables, advances received from external customers and other assimilated accounts, in gross amounts (from acc. 401 + from acc. 403 + from acc. 404 + from acc. 405 + from acc. 408 + from acc . 419)	166		
Liabilities related to the staff and assimilated accounts (acc. 421 + 423 + 424 + 426 + 427 + 4281)	167		
Liabilities related to social security and the state budget (acc. 431 + 437 + 4381 + 441 + 4423 + 4428 + 444 + 446 + 447 + 4481), (line 169-172), of which:	168		
- Liabilities related to social security (acc. 431 + 437 + 4381)	169		
- Tax liabilities related to state budget (acc. 441 + 4423 + 4428 + 444 + 446)	170		
- special funds - taxes and similar payments (acc. 447)	171		
- other debts related to state budget (acc. 4481)	172		
Entities' liabilities from the relationships with affiliated entities (acc. 451)	173		

Amounts due to shareholders / associates (acc. 455)	174		
Other debts (acc. 452 + 456 + 457 + 4581 + 462 + 472 + 473 + 269 + 509), of which:	175		
- settlements on participating interests, settlements with shareholders / associates on capital, settlements from operations ventures (acc. 452 + 456 + 457+ 4581)	176		
- other liabilities related to natural and legal persons, other than liabilities related to public institutions (state institutions) ¹ , (from acc. 462 + from acc. 472 + from acc. 473)	177		
- subsidies not re-entered at income (from acc. 472)	178		
- payments to be made for financial assets and short-term investments (acc. 269 + 509)	179		
- Advance income for assets received by transfer from customers (acc. 472)	180		
Interest payable (acc. 5186)	181		
The amount of loans received from other entities	182		
Capital subscribed and paid (acc. 1012) (line 184-187), of which:	183		
- quoted shares	184		
- unquoted shares	185		
- equity interests	186		
- subscribed capital paid by non-residents (from acc. 1012)	187		
Patents and licenses (in acc. 205)	188		

IX. Paid-up shared capital	Line No.	End of previous financial year		End of current financial year	
A	B	1		2	
		Amount		Amount	
		(1)	(2) %	(1)	(2) %
Paid-up share capital (acc. 1012) ²⁾ (line 190 + 193 + 197-199)	189		X		X
- owned by public institutions, of which:	190				
- owned by public institutions of central subordination	191				
- owned by public institutions of local subordination	192				
- owned by state-owned companies, of which:	193				
- entirely state owned	194				
- with majority state-owned capital	195				
- with minority state-owned capital	196				
- owned by private companies	197				
- owned by individuals	198				
- owned by other entities	199				
X. Information on costs with collaborators	Line No.	End of previous financial year		End of current financial year	
A	B	1		2	
Costs with collaborators (acc. 621)	200				
XI. Information regarding the assets in the public domain	201				

The value of goods in the public domain under administration	202		
The value of goods in the public domain under concession	203		
The value of goods leased from the state public domain	204		
A	B	End of previous financial year	End of current financial year
XI. Dividends / payments due to the state or local budget, to be distributed from the profit for the year of reporting by the state owned entities, as follows:	205		
- to central public institutions	206		
- to local public institutions	207		
- to other shareholders where the state / territorial administrative units / public institutions have direct / indirect participation or interests regardless of their share	208		
XII. Dividends / payments to the state or local budget paid during the reporting period from the profit of the entities owned by the state, of which:	209		
- dividends / payments from the profit of the previous year, of which transferred:	210		
- to central public institutions	211		
- to local public institutions	212		
- to other shareholders where the state / territorial administrative units / public institutions have direct / indirect participation or interests regardless of their share	213		

- dividends / payments from the profit of the previous financial years before the last financial year	214		
XIII. Claims taken over by assignment from legal persons *****)	Line No.	Amounts	Amounts
Claims taken over by assignment from legal persons (at face value), of which:	215		
- claims taken over by assignment from affiliated legal persons*****), of which:	216		
- claims taken over by assignment from associated legal persons	217		
Claims taken over by assignment from legal persons (at purchase cost), of which:	218		
- claims taken over by assignment from affiliated legal persons, of which:	219		
- claims taken over by assignment from associated legal persons	220		

*) For the status of “associated legal persons” the provisions of art. 258 letter b) of Law no. 227/2015 regarding the Fiscal Code, as amended and supplemented shall be taken into account.

**) The subsidies to stimulate employment (transfers from the state budget to the employer) – represent the amounts granted to employers for the payment of graduates of educational institutions, the stimulation of the unemployed get employed before the expiration of the unemployment term, the stimulation of the employers that hire for an undetermined period unemployed persons aged over 45, unemployed persons that are single family providers or unemployed who within 3 years from the date of employment qualify to apply for partial early retirement or for the full retirement age pension or for other circumstances stipulated by the current legislation on the unemployment insurance system and stimulation of employment.

***) To be filled in with the expenditure incurred for the R & D activities, namely fundamental research, applied research, technology development and innovation, established by Government Ordinance no. 57/2002 on scientific research and technological development, approved with amendments and additions by Law no. 324/2003, as amended and supplemented. The expenses will be completed according to the Implementing regulation (EU) no. 995/2012 of the Commission of 26 October 2012 laying down the

norms for the implementation of Decision No. 1608/2003/EC of the European Parliament and of the Council concerning the production and development of Community statistics on science and technology, published in the Official Journal of the European Union, series L, no. 299 / 27.10.2012.

*****) It shall be filled in with the expenditure made for the innovation activity in accordance with the Regulation (EU) no. 995/2012 of the Commission of 26 October 2012 laying down the norms for the implementation of Decision No. 1608/2003/EC of the European Parliament and of the Council concerning the production and development of Community statistics on science and technology, published in the Official Journal of the European Union, series L, no. 299 / 27.10.2012..

*****) For claims taken over by assignment from legal persons, both their nominal value and the cost of their purchase shall be filled in.

*****) For the status of “affiliated legal person” the provisions of Art. 7 pt. 26 letter c) and d) of the Law no. 227 / 2015 regarding the Fiscal Code, as amended and supplemented shall be taken into account.

1) In the category “other liabilities related to natural and legal persons, other than liabilities related to public institutions (state institutions)” the subsidies related to income existing in the balance of the account 472 shall not be entered.

2) In lines 190-199 in col. 2, the entities shall enter the corresponding percentage of the share capital held from the total paid-up share capital entered in line 189.

SITUATION OF CURRENT ASSETS
at 31 December

Code 40	- lei -					
Assets' elements	Line No.	Gross values				
		Initial balance	Increases	Cuts		Final balance (col. 5 = 1 + 2 - 3)
				Total	Of which: dismantling and scrapping	
A	B	1	2	3	4	5
Intangible assets						
Incorporation and development expenses	01				X	

Other assets	02				X	
Advances and intangible assets in progress	03				X	
TOTAL (line 01-03)	04				X	
Tangible assets						
Lands	05				X	
Construction	06					
Plant and machinery	07					
Other equipment, tools and furniture	08					
Real estate investment in progress	09					
Tangible assets in progress	10					
Advances and tangible assets in progress	11					
TOTAL (line 05-11)	10					
Financial assets	11				X	
FIXED ASSETS - TOTAL (line 04 + 10 + 11)	12					

DEPRECIATION STATUS OF CURRENT ASSETS

Code 40						- lei -
Assets' elements	Li ne No .	Initia l balan ce	Depreciation during the year	Depreciation of the written off assets	Depreciation at the end of the year (col. 9 = 6 + 7 - 8)	
A	B	6	7	8	9	

Intangible assets					
Incorporation and development expenses	13				
Other assets	14				
TOTAL (line 13 + 14)	15				
Tangible assets	16				
Lands	17				
Construction	18				
Plant and machinery	19				
Other equipment, tools and furniture	20				
Real estate investment	21				
TOTAL (line 16-21)	22				
DEPRECIATION - TOTAL (line 15 + 22)	23				

STATUS OF THE ADJUSTMENTS FOR IMPAIRMENT

Code 40	- lei -				
Assets' elements	Line No.	Initial balance	Adjustments created during the year	Adjustments re-entered at income	Final balance (col. 13 = 10 + 11 - 12)
A	B	10	11	12	13
Intangible assets					
Incorporation and development expenses	22				
Other assets	23				
TOTAL (line 22 + 23)	24				

Tangible assets					
Lands	25				
Construction	26				
Plant and machinery	27				
Other equipment, tools and furniture	28				
Real estate investment	29				
Tangible assets in progress	30				
Real estate investment in progress	31				
Advances and tangible assets in progress	32				
TOTAL (line 25-32)	33				
Financial assets	34				
ADJUSTMENTS FOR IMPAIRMENT - TOTAL (line 24 + 33 + 34)	35				

ADMINISTRATOR,

Name and surname _____
Signature _____

PREPARED BY,

Name and surname _____
Quality _____
Signature _____
Registration no. with the professional body _____

NOMENCLATURE – TYPES OF OWNERSHIP

Code	Name
20	MIXED PROPERTY (state-owned and private capital) MIXED PROPERTY (state capital - under 50%)
21	Companies with local state-owned capital and foreign state-owned capital
22	Companies with local and foreign state-owned and private capital
23	Companies with local state-owned and private capital
24	Companies with foreign state-owned and private capital MIXED PROPERTY (state-owned - 50% and over 50%)
25	Companies with local state-owned capital and foreign state-owned capital
26	Companies with local and foreign state-owned and private capital
27	Companies with local state-owned and private capital
28	Companies with foreign state-owned and private capital
30	PERSONAL PROPERTY - PRIVATE (with capital: local private, local and foreign private, foreign private, agricultural companies)
31	General partnerships
32	Limited partnerships
33	Partnerships limited by shares
34	Joint-stock companies
35	Limited liability companies
36	Agricultural companies
37	State owned companies, privatized in 2006