



Financial Sector (Collection of Data) (reporting standard) determination No. 20 of 2015

Reporting Standard SRS 610.2 Membership Profile

Financial Sector (Collection of Data) Act 2001

I, Charles Littrell, delegate of APRA, under paragraph 13(1)(a) of the *Financial Sector (Collection of Data) Act 2001* (the Act) and subsection 33(3) of the *Acts Interpretation Act 1901*:

- (a) REVOKE Financial Sector (Collection of Data) (reporting standard) determination No. 91 of 2013, including *Reporting Standard SRS 610.2 Membership Profile* made under that Determination; and
- (b) DETERMINE *Reporting Standard SRS 610.2 Membership Profile*, in the form set out in the Schedule, which applies to the financial sector entities to the extent provided in paragraph 3 of the reporting standard.

Under section 15 of the Act, I DECLARE that the reporting standard shall begin to apply to those financial sector entities, and the revoked reporting standard shall cease to apply, on 1 July 2015.

This instrument commences on the date of registration on the Federal Register of Legislative Instruments.

Dated: 10 June 2015

[Signed]

Charles Littrell
Executive General Manager
Policy, Statistics and International Division

Interpretation

In this Determination:

APRA means the Australian Prudential Regulation Authority.

financial sector entity has the meaning given by section 5 of the Act.

Schedule

Reporting Standard SRS 610.2 Membership Profile comprises the 12 pages commencing on the following page.



Reporting Standard SRS 610.2

Membership Profile

Objective of this Reporting Standard

This Reporting Standard sets out the requirements for the provision of information to APRA relating to the membership profile of a MySuper product.

It includes *Form SRF 610.2 Membership Profile* and associated specific instructions.

Authority

1. This Reporting Standard is made under section 13 of the *Financial Sector (Collection of Data) Act 2001*.

Purpose

2. Information collected in *Form SRF 610.2 Membership Profile* (SRF 610.2) is used by APRA for the purposes of prudential supervision and publication.

Application and commencement

3. This Reporting Standard applies to each registrable superannuation entity (RSE) licensee (RSE licensee) in respect of each MySuper product within its business operations.¹
4. This Reporting Standard applies for reporting periods ending on or after 1 July 2015.

Information required

5. An RSE licensee to which this Reporting Standard applies must provide APRA with the information required by SRF 610.2 in respect of each reporting period.

¹ For the purposes of this Reporting Standard, an 'RSE licensee's business operations' includes all activities as an RSE licensee (including the activities of each RSE of which it is the licensee), and all other activities of the RSE licensee to the extent that they are relevant to, or may impact on, its activities as an RSE licensee. For the avoidance of doubt, if the RSE licensee is trustee of more than one MySuper product, the RSE licensee must separately provide the information required by the form for each MySuper product within its business operations. An RSE licensee that does not have any MySuper products within its business operations is not required to provide information under this Reporting Standard.

Forms and method of submission

6. The information required by this Reporting Standard must be given to APRA in electronic format using the 'Direct to APRA' application or, where 'Direct to APRA' is not available, by a method notified by APRA, in writing, prior to submission.

Note: the 'Direct to APRA' application software (also known as 'D2A') may be obtained from APRA.

Reporting periods and due dates

7. Subject to paragraph 8, an RSE licensee to which this Reporting Standard applies must provide the information required by this Reporting Standard in respect of each year of income of each RSE within which a MySuper product is located.
8. If, having regard to the particular circumstances of an RSE licensee or MySuper product, APRA considers it necessary or desirable to obtain information more or less frequently than as provided by paragraph 7, APRA may, by notice in writing, change the reporting periods for the particular RSE licensee or MySuper product.
9. The information required by this Reporting Standard must be provided to APRA:
 - (a) within three months after the end of the year of income to which the information relates; and
 - (b) in the case of information provided in accordance with paragraph 8, within the time specified by notice in writing.
10. APRA may grant, in writing, an RSE licensee an extension of a due date with respect to one or more MySuper product within its business operations, in which case the new due date for the provision of the information will be the date on the notice of extension.

Quality control

11. The information provided by an RSE licensee under this Reporting Standard must be the product of systems, procedures and internal controls that have been reviewed and tested by the RSE auditor of the RSE within which the MySuper product, to which the information relates, is located.² This will require the RSE auditor to review and test the RSE licensee's systems, procedures and internal controls designed to enable the RSE licensee to report reliable information to APRA. This review and testing must be done on:
 - (a) an annual basis or more frequently if necessary to enable the RSE auditor to form an opinion on the reliability and accuracy of information; and
 - (b) at least a limited assurance engagement consistent with professional standards and guidance notes issued by the Auditing and Assurance Standards Board as may be amended from time to time, to the extent that they are not inconsistent with the requirements of SPS 310.

² Refer also to *Prudential Standard SPS 310 Audit and Related Matters* (SPS 310).

12. All information provided by an RSE licensee under this Reporting Standard must be subject to systems, processes and controls developed by the RSE licensee for the internal review and authorisation of that information. It is the responsibility of the Board and senior management of the RSE licensee to ensure that an appropriate set of policies and procedures for the authorisation of information submitted to APRA is in place.

Authorisation

13. When an officer or agent of an RSE licensee provides the information required by this Reporting Standard using the 'Direct to APRA' software, it will be necessary for the officer or agent to digitally sign the relevant information using a digital certificate acceptable to APRA.
14. If the information required by this Reporting Standard is provided by an agent who submits using the 'Direct to APRA' software on the RSE licensee's behalf, the RSE licensee must:
 - (a) obtain from the agent a copy of the completed form with the information provided to APRA; and
 - (b) retain the completed copy.
15. An officer or agent of an RSE licensee who submits the information under this Reporting Standard for, on behalf of, the RSE licensee must be authorised by either:
 - (a) the Chief Executive Officer of the RSE licensee; or
 - (b) the Chief Financial Officer of the RSE licensee.

Variations

16. APRA may, by written notice to an RSE licensee, vary the reporting requirements of SRF 610.2 in relation to that RSE licensee or one or more MySuper products within that RSE licensee's business operations.

Interpretation

17. In this Reporting Standard:

APRA means the Australian Prudential Regulation Authority established under the *Australian Prudential Regulation Authority Act 1998*;

Chief Executive Officer means the chief executive officer of the RSE licensee, by whatever name called, and whether or not he or she is a member of the Board of the RSE licensee³;

Chief Financial Officer means the chief financial officer of the RSE licensee, by whatever name called;

due date means the relevant date under paragraph 9(b) or, if applicable, paragraph 10;

³ Refer to *Prudential Standard SPS 510 Governance*.

MySuper product means a MySuper product within the meaning given in section 10(1) of the SIS Act regardless of whether or not it has a lifecycle investment strategy (within the meaning given in section 29TC(2) of the SIS Act);

reporting period means a period mentioned in paragraph 7 or, if applicable, paragraph 8;

RSE means a registrable superannuation entity as defined in section 10(1) of the SIS Act;

RSE auditor means an auditor appointed by the RSE licensee to perform functions under this Reporting Standard;

RSE licensee has the meaning given in section 10(1) of the SIS Act;

SIS Act means *Superannuation Industry (Supervision) Act 1993*; and

year of income has the meaning given in section 10(1) of the SIS Act.

SRF 610.2: Membership Profile

Australian Business Number	Institution Name	
Reporting Period	Scale Factor	Reporting Consolidation

Member account movement

- 1. Member accounts at the beginning of the reporting period**
- 2. New member accounts**
 - 2.1. *of which:* Rollovers
 - 2.2. *of which:* Successor fund transfers
- 3. Closed member accounts**
- 4. Member accounts at the end of the reporting period**
 - 4.1. MySuper interest as a result of member investment choice
 - 4.2. MySuper interest not as a result of member investment choice

Member accounts (1)	Members' benefits (2)

Detailed member account segmentation

5. Segmentation of member account by age, gender and members' benefit bracket

Age bracket (1)	Gender (2)	MySuper members' benefit bracket (3)	Member accounts (4)	Members' benefits (5)
<25	Female	<1,000		
25 to 34	Male	1,000 to 24,999		
35 to 44	Intersex or Indeterminate	25,000 to 49,999		
45 to 49	Not stated or inadequately described	50,000 to 99,999		
50 to 54		100,000 to 199,999		
55 to 59		200,000 to 499,999		
60 to 64		500,000 to 999,999		
65 to 69		1,000,000+		
70 to 74				
75 to 84				
85+				
Age not available				

6. Members without insurance

Insurance type (1)	Member accounts without insurance cover (2)	<i>of which: Without insurance cover due to member opt-out</i> (3)
Life insurance		
Total and permanent disability		
Income protection		

7. Membership in lifecycle strategy stages

Lifecycle strategy stage name (1)	Lifecycle strategy stage identifier (2)	Member accounts (3)	Members' benefits (4)

Reporting Form SRF 610.2

Membership Profile

Instructions

These instructions assist completion of *Reporting Form SRF 610.0 Membership Profile* (SRF 610.2). SRF 610.2 collects information on the membership profile of a MySuper product. The information reported in SRF 610.2 is required primarily for prudential and publication purposes.

Reporting level

SRF 610.2 must be completed for each MySuper product.

Reporting basis and unit of measurement

Report all items on SRF 610.2 in accordance with the Australian Accounting Standards unless otherwise specified.

Items on SRF 610.2 must be reported in relation to MySuper interests only. Where a member account has both MySuper interests and non-MySuper interests, report only in respect of the MySuper interests.

Items on SRF 610.2 must be reported as at the beginning and end of the reporting period and in respect of events during the reporting period.

Items on SRF 610.2 are to be reported as thousands of dollars or as whole numbers.

These instructions specify the reporting basis and unit of measurement that applies to each item.

Specific instructions

Terms highlighted in ***bold italics*** indicate that the definition is provided in these instructions.

Member account movement

Item 1 to item 4 inclusive collects the change in member accounts and corresponding value of members' benefits.

Reporting basis: report item 1 as at the beginning of the reporting period; report item 2 and item 3 with respect to events that occurred during the reporting period; report item 4 as at the end of the reporting period.

Unit of measurement: report column 1 as a whole number; report column 2 as thousands of dollars.

Item 1	<p>Report the number and value of members' benefits of member accounts at the beginning of the reporting period in item 1 column 1 and item 1 column 2, respectively.</p> <p>Report item 1 as equal to member accounts with a MySuper interest at the end of the reporting period reported in item 4 of the preceding reporting period, for column 1 and column 2 respectively.</p> <p>Report the value of defined contribution members' benefits that are MySuper interests in column 2. Do not include defined benefit members' benefits or unallocated contributions.</p>
Member account	Represents a distinct entry recorded in the register of member accounts (or other equivalent mechanism).
Defined contribution members' benefits	Represents the present obligation to pay benefits to defined contribution members and beneficiaries. Reference: Australian Accounting Standards.
Defined benefit members' benefits	Represents the present value of expected future benefit payments to defined benefit members and beneficiaries arising from membership, measured using actuarial assumptions and valuations where appropriate. The concept of defined benefit members' benefits aligns with the concept of 'defined benefit member liabilities' as defined in Australian Accounting Standards.
Unallocated contributions	Represents contributions received but not yet allocated to specific member accounts or reserves. Reference: Australian Accounting Standards.

Item 2	<p>Report the number of new member accounts in item 2. Include only those member accounts that did not exist in the register of member accounts at the beginning of the reporting period.</p> <p>Report the portion of new member accounts reported in item 2 column 1 which are due to rollovers paid into the MySuper product, in item 2.1 and the portion of which are due to successor fund transfers in item 2.2.</p>
Rollover	Represents an amount that is transferred between superannuation funds, approved deposit funds, deferred annuities or retirement savings accounts. Excludes: successor fund transfers. Reference: SIS Regulations, r. 5.01, r. 6.28 and 6.29.
Successor fund transfer	Represents a transfer of a member's benefits without the member's consent from one RSE to a successor fund within the meaning given in r. 1.03 of the SIS Regulations. Reference: SIS Regulations, r. 6.29.

Item 3	Report the number of closed member accounts in item 3. Include only those member accounts that were removed from the register of member accounts during the reporting period.
Item 4	<p>Report the number of member accounts in column 1 and value of MySuper interests in defined contribution members' benefits in column 2. Do not include defined benefit members' benefits or unallocated contributions.</p> <p>Report the number of member accounts with a MySuper interest at the end of the reporting period in item 4 column 1.</p> <p><i>Example: At the start of the reporting period, an RSE has 1000 accounts; 100 of these have a MySuper interest. During the reporting period: 5 new accounts are opened in the RSE with a MySuper interest; 3 accounts that had a MySuper interest are closed; 20 accounts that previously only had choice interests have a MySuper interest by the end of the reporting period; and 6 accounts that had a MySuper interest switch the entire balance into choice interests by the end of the reporting period. Thus, at the end of the reporting period there are: $100 + 5 - 3 + 20 - 6 = 116$ accounts with a MySuper interest.</i></p> <p>Report the value of MySuper interests in defined contribution members' benefits in item 4 column 2. Do not include defined benefit members' benefits or unallocated contributions.</p> <p>Report the portion of member accounts at the end of the reporting period in item 4 that is attributable to a MySuper interest as a result of member investment choice in item 4.1 and the portion attributable to MySuper interest not as a result of member investment choice in item 4.2.</p>
MySuper interest as a result of member investment choice	Represents a MySuper interest where the member exercised choice of investment option to direct any portion of their interest into the MySuper product. A direction may be given as an express investment instruction, a completed application form or a completed member investment choice form. Reference: SIS Act, s.10(1).
MySuper interest not as a result of member investment choice	Represents a MySuper interest where the member has not exercised choice of investment option to direct any portion of their interest into the MySuper product. Reference: SIS Act, s. 10(1).

Detailed member account segmentation

Item 5 collects member accounts and members' benefits by the categories of member age bracket, gender and members' benefit bracket.

Reporting basis: report item 5 as at the end of the reporting period.

Unit of measurement: report column 4 as a whole number; report column 5 as thousands of dollars.

Item 5	<p>Report each combination of <i>age bracket</i>, <i>gender</i> and <i>members' benefit bracket</i> as a separate line. There is a maximum of 384 combinations possible.</p> <p>For each combination of <i>age bracket</i>, <i>gender</i> and <i>members' benefit bracket</i>, report: <i>age bracket</i> in column 1, <i>gender</i> in column 2, <i>members' benefit bracket</i> in column 3, the number of <i>member accounts</i> in column 4 and the value of members' benefits in column 5.</p> <p>The <i>age brackets</i> are: <25, 25 to 34, 35 to 44, 45 to 49, 50 to 54, 55 to 59, 60 to 64, 65 to 69, 70 to 74, 75 to 84, 85+ and <i>age not available</i>.</p> <p>The <i>MySuper member benefit brackets</i> are: <1000, 1000 to 24,999, 25,000 to 49,000, 50,000 to 99,999, 100,000 to 199,999, 200,000 to 499,999, 500,000 to 999,999 and 1,000,000+.</p> <p>Report the total value of <i>defined contribution members' benefits</i> in column 5. Do not include <i>defined benefit members' benefits</i> or <i>unallocated contributions</i>.</p> <p>Report liabilities which cannot be allocated to specific members as 'age not available' in item 5. In this case, enter zero in column 4 and the liability value in column 5.</p>
<i>Age bracket</i>	Represents a segmentation of data based on the age of the member in years.
<i>MySuper members' benefit bracket</i>	Represents a segmentation of data based on the liability for member benefits owing to defined contribution members. Excludes: defined benefits members' benefits and unallocated contributions.
<i>Age not available</i>	Represents where the date of birth of a member is not known.

Members without insurance

Item 6 collects member accounts that do not have insurance cover.

Reporting basis: report item 6 as at the end of the reporting period.

Unit of measurement: report column 2 and column 3 as a whole number.

Item 6	<p>Report the insurance type in column 1. Report the number of <i>member accounts</i> in column 2 and column 3.</p> <p>For each insurance type in column 1, report the number of <i>member accounts</i> in column 2 that do not have insurance cover and the portion that do not have insurance cover because of <i>member opt-out</i> in column 3.</p> <p>The insurance types are: <i>life insurance</i>, <i>total and permanent disability</i></p>
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	and <i>income protection</i> .
<i>Life insurance</i>	Represents a benefit, in respect of each member, that is payable only in the event of the death of the member and which is provided by taking out insurance. Includes: life insurance policies offered through superannuation only and insurance premiums are commissions. Reference: SIS Act, s. 68AA(1)(b).
<i>Total and permanent disability insurance</i>	Represents a benefit, in respect of each member, that is payable only if the member is suffering permanent incapacity. Reference: SIS Act s. 68AA, s. 10(1).
<i>Income protection insurance</i>	Represents the temporary incapacity cover provided to members, where temporary incapacity insurance cover has the meaning given in the SIS Regulations, r. 6.01.
<i>Member opt-out</i>	Represents where a member has provided an instruction to the RSE licensee to not have insurance cover.

Membership in lifecycle strategy stages

Item 7 collects information about the number of member accounts and value of member benefits in each lifecycle strategy stage for a MySuper product with a lifecycle investment strategy.

Reporting basis: report item 7 as at the end of the reporting period.

Unit of measurement: report column 3 as a whole number and column 4 in thousands of dollars.

Item 7	<p>Report each lifecycle strategy stage as a separate line in item 7. If the MySuper product does not have a lifecycle investment strategy, leave item 7 blank.</p> <p>Report the name of the lifecycle strategy stage as reported on <i>Reporting Form SRF 001.0 Profile and Structure (Baseline)</i> (SRF 001.0) in column 1.</p> <p>Report the unique identifier of the lifecycle strategy stage as reported on SRF 001.0 in column 2.</p> <p>For each lifecycle strategy stage, report the number of <i>member accounts</i> in column 3 and the value of <i>defined contribution members' benefits</i> in column 4.</p>
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Interpretation

For the purposes of these instructions:

- ***lifecycle strategy stage*** means a subset of members' interests in a lifecycle investment strategy that has a common asset allocation as identified by the RSE licensee;
- ***lifecycle investment strategy*** has the meaning given in section 29TC(2) of the SIS Act;
- ***MySuper product*** means a MySuper product within the meaning given in section 10(1) of the SIS Act regardless of whether or not it has a lifecycle investment strategy;
- ***RSE*** means a registrable superannuation entity as defined in section 10(1) of the SIS Act;
- ***RSE licensee*** has the meaning given in section 10(1) of the SIS Act;
- ***SIS Act*** means *Superannuation Industry (Supervision) Act 1993*; and
- ***SIS Regulations*** means *Superannuation Industry (Supervision) Regulations 1994*.