



27 January 2010

Dear Trustee/Administrator

### DECEMBER 2009 APRA QUARTERLY RETURNS

APRA's records indicate that you are the trustee or administrator for a superannuation entity that is due to submit the December 2009 quarterly return to APRA. The returns are due by 8 February 2010 for superannuation entities in all states.\*

In a review of the September 2009 quarterly returns, APRA discovered deficiencies in some of the reported information. APRA will request trustees and administrators to resubmit returns that contain inaccurate or incomplete information, or to provide an explanation for any significant anomalies in the return.

The most common errors identified in the data quality process for the September 2009 quarterly returns are outlined in [Attachment A](#).

For a list of all current data quality queries and further information to assist with the completion of APRA reporting forms, please refer to the below link to the APRA website.

<http://www.apra.gov.au/Statistics/Super-info.cfm>

If an item is identified to be incorrect and a resubmission of the return is required, please advise Superannuation Statistics by emailing [superstats@apra.gov.au](mailto:superstats@apra.gov.au).

If an item has been reclassified during the quarter, please resubmit previous quarterly returns to reflect the new classification of the item. This ensures consistency and accuracy across the quarterly returns and may reduce requests for clarification from APRA.

Additionally, if you confirm that data reported in the return is correct, please provide an explanation as to why the data is correct.

If you require further information, please contact the APRA Contact Centre on 1300 13 10 60.

Yours sincerely



Juanita Hoare  
Manager, Superannuation Statistics

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\* Due dates are 25 business days from end of the reporting period. Dates given in this letter apply to superannuation entities with a reporting period end date of 31 December 2009 only. The superannuation entity's registered address determines the state of the entity.

## Attachment A

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### Data Quality

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#### The most common errors identified in the September 2009 quarterly return:

- Entities did not report 'total direct equity investments that are listed on the ASX' (SRF 110.1B, part B, item 6) equal to the 'NMV in Australia of direct holdings of equity securities of listed corporations and units in listed unit trusts' (SRF 110.0, item 3.2).
- Entities did not report 'net assets available to pay benefits at the end of the reporting period' (SRF 100.0, item 23) plus 'other items required to reconcile' (SRF 100.0, item 23.1) equal to 'net assets available to pay benefits' (SRF 110.0, item 12).
- Entities did not report 'net assets available to pay benefits' (SRF 110.0, item 12) equal to 'total' (SRF 110.0, item 16).
- Entities were asked to check their data and explain the movement when 'Deposits, placements and loans with other deposit taking institutions' (SRF 110.1B, Part A, item 1.2) varied by more than 20% between the current and previous reporting periods.
- Entities did not report 'contributions tax' (SRF 100.0, item 4.1) as 15 per cent of 'employer contributions' (SRF 100.0, item 1.1).
- Entities did not report total deposits, placements, loans and debt securities (SRF 110.1B, Part A, item 4) equal to total net market value of deposits, placements, loans and debt securities (SRF 110.0, item 3.1.1 plus item 3.1.2).
- Entities that reported NMV of 'Total Directly Held Investments' (SRF 110.0, sum of item 3.1 to item 3.5 plus item 3.8, column 1) greater than NMV of 'Total Directly Held Investments in Australia' (SRF 110.0, sum of item 3.1 to item 3.5 plus item 3.8, column 2) should have reported 'FX gains/losses' (SRF 100.0, item 11.3) if the fund has investments whose source currency is not AUD.
- Entities were asked to check their data when a significant movement out of the NMV in Australia of 'Pooled Super Trusts' (SRF 110, item 3.7.2) was reported.