Reporting Standard SRS 332.0

Expenses and Investment and Transaction Fees and Costs

Objective of this reporting standard

This Reporting Standard sets out requirements for the provision of information to APRA relating to expense reporting and investment and transaction fees and costs disclosure of each registrable superannuation entity, defined benefit registrable superannuation entity and pooled superannuation trust.

It includes *Reporting Form SRF 332.0 Expenses* and *Reporting Form SRF 332.1 Investment and Transaction Fees and Costs* 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 under this Reporting Standard is used by APRA for the purposes of prudential supervision and publication. It may also be used by the Australian Securities and Investments Commission.

Application

3. This Reporting Standard applies to each registrable superannuation entity (RSE) licensee (RSE licensee) in respect of each RSE, defined benefit RSE and pooled superannuation trust (PST) within its business operations[1].

[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

Commencement

4. This Reporting Standard commences at the start of the day after the day it is registered on the Federal Register of Legislation.

Reporting periods

5. The RSE licensee must provide the information required by this Reporting Standard for the reporting periods, by the due dates set out in the table below.

Reporting Form	**Reporting Table**	**Reporting Period**	**Due date**	**First Reporting Period**
Reporting Form SRF 332.0 – Expenses (SRF 332.0)	Table 1 Payees and Service Providers	Each financial year	Within 3 months after the end of the relevant reporting period.	The first financial year ending on or after 1 January 2027
SRF 332.0	Table 2: Administration and other expenses reporting	Each financial year	Within 3 months after the end of the relevant reporting period.	The first financial year ending on or after 1 January 2027
SRF 332.0	Table 3: Investment management expenses	Each financial year	Within 3 months after the end of the relevant reporting period.	The first financial year ending on or after 1 January 2027
SRF 332.0	Table 4: Related Party reporting	Each financial year	Within 3 months after the end of the relevant reporting period.	The first financial year ending on or after 1 January 2027

avoidance of doubt, if the RSE licensee is trustee of more than one RSE or defined benefit RSE, the RSE licensee must separately provide the information required by the form for each RSE or defined benefit RSE within its business operations. An RSE licensee that does not have any RSEs or defined benefit RSEs within its business operations is not required to provide information under this Reporting Standard.

Reporting Form SRF 332.1 Investment and Transaction Fees and Costs	Table 1 Investment and Transaction Fees and Costs	Each year ending 30 June	By 15 December following the relevant reporting period.	The 12-month period ending on 30 June 2027

Notices

6. If, having regard to the particular circumstances of an RSE, defined benefit RSE or PST, APRA considers it necessary or desirable to obtain information more or less frequently than as provided by paragraph 5, APRA may, by notice in writing, change the reporting periods for the particular RSE, defined benefit RSE or PST.

7. Where APRA has changed the reporting periods under paragraph 6, the RSE licensee must provide the relevant information within the time specified by the notice in writing.

8. APRA may grant, in writing, an RSE licensee an extension of a due date with respect to one or more RSEs, defined benefit RSEs or PSTs within its business operations, in which case the new due date for the provision of the information will be the due date specified on the notice of extension.

   Note: For the avoidance of doubt, APRA's expectation is that if the due date for a particular reporting period falls on a day other than a usual business day, an RSE licensee will submit the information required no later than the due date.

Form and method of submission

9. The information required by this Reporting Standard must be given to APRA in electronic format using an electronic method available on APRA's website or by a method notified by APRA prior to submission.

Quality control

10. 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, defined benefit RSE or PST to which the information relates[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

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

(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 *Prudential Standard SPS 310 Audit and Related Matters* (SPS 310).

11. 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, procedures and controls for the authorisation of information submitted to APRA is in place.

Authorisation

12. When an officer or agent of an RSE licensee provides the information required by this Reporting Standard using an electronic format, the officer or agent must digitally sign the relevant information using a digital certificate acceptable to APRA.

13. If the information required by this Reporting Standard is provided by an agent who submits the information 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.

14. An officer or agent of an RSE licensee who submits the information under this Reporting Standard for, or 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.

Minor alterations to forms and instructions

15. APRA may make minor variations to:

(a) a form that is part of this Reporting Standard, and the instructions to such a form, to correct technical, programming or logical errors, inconsistencies or anomalies; or

(b) the instructions to a form, to clarify their application to the form,

without changing any substantive requirement in the form or instructions.

16. If APRA makes such a variation, it must notify each RSE licensee that is required to report under this Reporting Standard.

Transition

17. A RSE licensee to which this Reporting Standard applies must report under the reporting

standard revoked by the determination that makes this Reporting Standard in respect of any reporting periods ending before 1 January 2027.

Interpretation

18. 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 licensee[3].

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

defined benefit RSE has the meaning of defined benefit fund in subsection 10(1) of the SIS Act.

due date means the relevant due date under paragraph 5,7, or, if applicable, paragraph 8 of this Reporting Standard.

financial year means the financial year (within the meaning of the *Corporations Act 2001*) of the RSE, defined benefit RSE or pooled superannuation trust (PST).

pooled superannuation trust (PST) has the meaning given in subsection 10(1) of the SIS Act.

reporting period means a period mentioned in paragraph 5 or, if applicable, paragraph 6 of this Reporting Standard.

RSE means a registrable superannuation entity as defined in subsection 10(1) of the SIS Act that is not a defined benefit RSE, pooled superannuation trust, small APRA fund or single member approved deposit fund[4].

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

RSE licensee has the meaning given in subsection 10(1) of the SIS Act.

SIS Act means *Superannuation Industry (Supervision) Act 1993*.

19. In this Reporting Standard, unless an instrument is not disallowable or a contrary

[3] Refer to *Prudential Standard SPS 510 Governance*.

[4] For the purposes of this Reporting Standard, 'pooled superannuation trust' has the meaning given in section 10(1) of the SIS Act, 'small APRA fund' means a superannuation entity that is a regulated superannuation fund, within the meaning of the SIS Act, which has fewer than five members and 'single member approved deposit fund' means a superannuation entity that is an approved deposit fund, within the meaning of the SIS Act, and has only one member

intention appears, a reference to an Act, Regulation, Prudential Standard, Reporting Standard, Australian Accounting Standard or Auditing Standard is a reference to the instrument as in force or existing from time to time.

20. Where this Reporting Standard provides for APRA to exercise a power or discretion, this power or discretion is to be exercised in writing.

Reporting Form SRF 332.0

Expenses

Instruction Guide

This instruction guide is designed to assist in the completion of *Reporting Form SRF 332.0 Expenses* (SRF 332.0).

General directions and notes

Reporting level

SRF 332.0 must be completed by the RSE licensee for each RSE, defined benefit RSE and PST.

Reporting tables

Tables described in this reporting form list each of the data fields required to be reported. The data fields are listed sequentially in the column order that they will appear in the reported data set. Constraints on the data that can be reported for each field have also been provided.

The Unique identifier column indicates which field or fields form the primary key of the table. Where a field has 'Y' in the Unique identifier column, this denotes that this field forms part of the primary key for the table. A blank cell in the Unique identifier column means that the field does not form part of the primary key for the table. Any specific combination of values in the fields that form the primary key of a table must not appear on more than one row in that table when reported.

Reporting basis and unit of measurement

RSE licensees must report all items on SRF 332.0 in accordance with the Australian Accounting Standards unless otherwise specified.

The total ***service arrangement*** cost amounts and total ***service arrangement*** investment cost amounts reported in SRF 332.0 should reflect the total expenses in the RSE, defined benefit RSE or PST financial statements. Amounts in SRF 332.0 should and are to be reported on an accrual's basis.

Amounts in SRF 332.0 are to be reported on an APRA look-through basis.[5] The look-through chain will end with the expenses from the last ***connected entity*** to the first entity that is not a ***connected entity***.

Amounts in SRF 332.0 are to be reported as percentages or whole numbers. Percentages are to be reported as an unconverted number to two decimal places. For example, 12.34 per cent is to be reported as 0.1234.

Items on SRF 332.0 must be reported as at the end of the reporting period or with respect to transactions that occurred during the reporting period. Unless otherwise specified, report information with respect to transactions that occurred during the reporting period.

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

Definitions

Terms highlighted in ***bold italics*** indicate that the definition is provided in *Reporting Standard SRS 101.0 Definitions for Superannuation Data Collections* (SRS 101.0).

Specific instructions

Table 1: Payees and service providers

Report all service provider and other payee expenses paid over the reporting period in Table 1 on a look-through basis.

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[5] APRA look-through means where the expense is in relation to any money, consideration or other benefit given to an entity (the *receiving entity*):

- where the *receiving entity* is the RSE licensee: by the RSE (the *paying entity*);
- where the *receiving entity* is a ***connected entity***: by the RSE; RSE licensee or a ***connected entity*** (the *paying entity*); or
- where the *receiving entity* is not a ***connected entity***: by the RSE or RSE licensee (the *paying entity*);

APRA expects RSE licensees to obtain information about the following in order to report ***service provider*** details in Table 1 and classify relevant cost amounts under the relevant ***expense group type***, ***expense type*** and ***service arrangement engagement type*** categories for reporting in Table 2 and Table 3 of SRF 332.0 details of the *receiving entity*; the relationship between the *receiving entity* and the RSE licensee; the purpose for which the money consideration or other benefit is given (the purpose of the service provided to the RSE); and the way in which the money, consideration or other benefit is used by the *receiving entity*, and any entity with which that entity deals, including the extent to which, for the RSE licensee or a ***connected entity***, the *receiving entity's* profit is attributable to that money, consideration or other benefit in order to classify relevant amounts under the relevant ***expense group type***, ***expense type*** and ***service arrangement engagement type*** categories.

Where a payment is made by the entity or on behalf of the entity to an industrial body, report the details of the industrial body as the service provider for that expense in Table 1, and report the service provider type as '***Industrial Body***'.

For all other expenses, if there is no ***connected entity***, report the receiving entity. If expenses are with a ***connected entity***, look through to identify if the provision of that service is by a further connected entity (the look-through chain) and report the last ***connected entity*** in the look-through chain[6],

RSE licensees do not need to report individual payees and may report one service provider identifier with the Service Provider Name Text as 'multiple payees' where the following conditions are met:

- Service Provider Type is '***Other Payee***';
- Service Provider Relationship Type is 'None';
- Responsible Person Service Provider Relationship Indicator is 'No'; and
- There are no expenses with the payee which are classified as:
    - Expense type is ***Political Donation***; or
    - Expense group type is ***Marketing*** expenses (excluding expense type ***Sponsorship***) of more than $5,000

For accounting adjustments, where the payee of the associated expense can be identified, report the payee, otherwise report the RSE licensee as the payee.

Column	Field name	Unique identifier	Applicable to	Valid values	Description
1	Service Provider Identifier	Y	All filers	No more than 20 alpha-numeric characters (with no special characters)	Report the ***service provider identifier***.
2	Service Provider Name Text		All filers	Free text	Report the name of the ***service provider***, *or for accounting expenses*

[6] In accordance with subsection 13(4D)(a) and 13(4D)(c) of the Financial Sector (Collection of Data) Act 2001, report details of the receiving entity; and if the receiving entity is not the RSE licensee--the relationship between the receiving entity and the paying entity.

Column	Field name	Unique identifier	Applicable to	Valid values	Description
					report the name of the accounting expense.
3	Service Provider Australian Business Number		All filers	11 digit valid ABN	Report the ***service provider ABN***.
4	Service Provider Type		All filers	• ***Industrial Body*** • ***Industry Association*** • ***RSE Licensee*** • ***Promoter*** • ***Service Provider*** • ***Other Payee***	Report the service provider type for the counterparty to the payment.
5	Service Provider Relationship Type		All filers	• ***None*** • ***Parent*** • ***Indirect Parent*** • ***Subsidiary*** • ***Indirect Subsidiary*** • ***RSEL*** • ***Group Company*** • ***Other Related Party***	Report the ***service provider relationship type.*** The ***service provider relationship*** type must reflect any relevant duty or a relevant interest in accordance with *Prudential Standard SPS 521 Conflicts of Interest* other than where ***responsible persons*** have a ***relationship with the service provider,*** regardless of whether the service provider or payee is a ***related party***
6	Service Provider Shareholding Relationship Percent		All filers	Percentage to 2 decimal places	Report the ***service provider shareholding relationship level*** (relative to the RSE licensee) as a percentage. Include any indirect shareholding.

Column	Field name	Unique identifier	Applicable to	Valid values	Description
7	Service Provider Shareholding Relationship Detail Text		All filers	Free text	Report further detail on the ***service provider shareholding relationship***.
8	Responsible Person Service Provider Relationship Indicator		All filers	• Yes • No	Report whether any ***responsible persons*** of the RSE licensee have a ***relationship with the service provider*** which results in a relevant duty or a relevant interest in accordance with *Prudential Standard SPS 521 Conflicts of Interest*.
9	Responsible Person Service Provider Relationship Text		All filers	Free text	If ***responsible persons*** have a ***relationship with the service provider*** which results in a relevant duty or a relevant interest in accordance with *Prudential Standard SPS 521 Conflicts of Interest,* report details of the ***relationship with the service provider***.
10	Service Provider Relationship Other Text		All filers	Free text	Report ***other relationships***.
11	Service Arrangement Outsourced Indicator		All filers	• ***Insourced*** • ***Outsourced*** • ***Not Applicable***	Report whether the ***service arrangement*** is ***insourced or outsourced***.

Table 2: Administration and other expenses reporting

Report all administration and other (non-investment management) expenses for the reporting period in Table 2 on a look-through basis. Where a payment is made by the entity or on behalf of the entity to an ***industrial body,*** report the details of the ***industrial body*** as the service provider for all expenses in Table 1, and report the service provider type as ***industrial body***.

For all other expenses, if there is no ***connected entity***, report the total expenses with the receiving entity. If expenses are with a ***connected entity***, report the total cost amount from the last ***connected entity*** in the look-through chain to the first entity that is not a ***connected entity.*** For each entity in the look-through chain, report any expense not on paid to a further ***connected entity***. Classify the amount for each relevant ***expense group type***, ***expense type*** and s***ervice arrangement engagement type*** for which the entity provides a service to the RSE[7].

For ***accounting adjustments***, where the associated purpose can be identified, report the purpose and the engagement type of ***accounting adjustment***, otherwise report the purpose as ***accounting adjustment***. For example, report depreciation against expense type ***capital expenditure*** with the ***service arrangement engagement type*** as ***accounting adjustment***. Where the payee of the associated expense can be identified, report the payee, otherwise report the RSE licensee as the payee.
Where ***travel***, ***training***, ***entertainment*** or ***conference expenses*** are incurred by the RSE licensee specifically in relation to another expense type such as ***call centre services*** or ***account administration***, report the expense against the relevant ***expense type*** with ***service arrangement engagement type*** of ***travel entertainment and conferences***.

Where ***travel***, ***training***, ***entertainment*** or ***conference*** expenses are incurred by the RSE licensee in relation to central functions, report the expense against the ***travel***, ***training***, ***entertainment*** or ***conference fund operations and corporate overheads expense type*** with ***service arrangement engagement type*** of ***travel entertainment and conferences.***

Where ***capital expenditure*** expenses are incurred by the RSE licensee specifically in relation to another expense type such as ***call centre services*** or ***account administration***, report the expense against the relevant ***expense type***. Where ***capital expenditure*** expenses are incurred by the RSE licensee in relation to central functions, report the expense against the ***capital expenditure expense type***.

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[7] In accordance with subsection 13(4D)(a) and 13(4D)(d) of the *Financial Sector (Collection of Data) Act 2001*, report details of the receiving entity; and the purpose for which the money, consideration or other benefit is given.

Where ***IT services*** expenses are incurred by the RSE licensee specifically in relation to another expense type such as ***call centre services*** or ***member account administration***, report the expense against the relevant ***expense type***. Where ***IT services*** expenses are incurred by the RSE licensee in relation to central functions, report the expense against the ***IT services expense type.***

Column	Field name	Unique identifier	Applicable to	Valid values	Description
1	Service Provider Identifier	Y	All filers	No more than 20 alpha-numeric characters (with no special characters)	Report the ***service provider identifier***.
2	Superannuation Fund Or Licensee Type	Y	All filers	• RSE • DB RSE • PST	Report the ***RSE, DB RSE or PST*** indicator.
3	Expense Group Type	Y	All filers	• ***Administration Services*** • ***Advice*** • ***Member Services*** • ***Marketing*** • ***Trustee Board*** • ***Fund Operations And Corporate Overheads*** • ***Other***	Report the ***expense group***. Where the expense is paid to the RSE licensee or a connected entity, and the expense is for the purpose of multiple expense group types, the expense must be apportioned across the expense groups to which it relates.
4	Expense Type	Y	All filers	See Lists at the end of these Instructions	Report the ***expense type***. Where the expense is paid to the RSE licensee or a connected entity, and the expense is for the purpose of multiple expense types, the expense must be apportioned across each the expense type to which it

Column	Field name	Unique identifier	Applicable to	Valid values	Description
					relates.
5	Service Arrangement Inclusions Exclusions Text	Y	All filers	Free text	Report the detail of how the ***service arrangement*** differs with particular inclusions or exclusions. For example, if the general administration service provider excludes the call centre function, highlight this here and include a separate row for the call centre function service provider under 'member services' service type category. If there are no inclusions or exclusions applicable to the expense, report 'Not applicable'.
6	Service Arrangement Engagement Type	Y	All filers	• ***Other Payments*** • ***Ongoing Payment To Service Provider*** • ***Consultant Fees*** • ***Staff Wages*** • ***Accounting Adjustments*** • ***Travel Entertainment And Conferences*** • ***Director Remuneration*** • ***Executive Remuneration*** • ***Donation To Political Party***	Report the ***engagement type***.
7	Proportion Of Assets Service Provided Percent		All filers	Percentage to 2 decimal places	Report the ***proportion of assets to which service is provided***.

Column	Field name	Unique identifier	Applicable to	Valid values	Description
8	Proportion Of Members Service Provided Percent		All filers	Percentage to 2 decimal places	Report the ***proportion of members to which service is provided***.
9	Service Arrangement Registrable Superannuation Entity Or Member Cohort Different Cover Text		All filers	Free text	If the ***proportion of members to which service is provided*** is not 100%, report the description of the member cohort covered and / or not covered under this ***service arrangement***.
10	Payment SPS 515 Materiality Indicator		All filers	• Yes • No	Report whether this expense is material for the purposes of ***SPS 515 materiality***.
11	Service Arrangement Cost Amount		All filers	Whole dollars	Report the ***total cost of the service arrangement***.
12	Related Party Indicator		All filers	• Yes • No	Report whether the expense is classified as an ***expense with a related party***.

Table 3: Investment management expenses

Report all investment related expenses for the reporting period in Table 3 on a look-through basis. If there is no ***connected entity***, report the total cost amount with the receiving entity. If expenses are with a ***connected entity***, report the total cost amount from the last ***connected entity*** in the look-through chain to the first entity that is not a ***connected entity.*** For each entity in the look-through chain, report any expense not on paid to a further ***connected entity***. Classify the amount for each relevant ***expense service type*** and ***asset class sector type*** for which the entity provides a service to the RSE[8].

[8] In accordance with subsection 13(4D)(a) and 13(4D)(d) of the Financial Sector (Collection of Data) Act 2001, report details of the receiving entity; and the purpose for which the money, consideration or other benefit is given.

Column	Field name	Unique identifier	Applicable to	Valid values	Description
1	Service Provider Identifier	Y	All filers	No more than 20 alpha-numeric characters (with no special characters)	Report the ***service provider identifier***.
2	Superannuation Fund Or Licensee Type	Y	All filers	• RSE • DB RSE • PST	Report the ***RSE, DB RSE or PST*** indicator.
3	Investment Expense Service Type	Y	All filers	• ***Investment Administration*** • ***Investment Consulting*** • ***Investment Management*** • ***Brokerage*** • ***Custody*** • ***Asset Consultant*** • ***Implemented Consultant*** • ***Investment Research*** • ***Valuation*** • ***Other***	Report the ***expense service type***.
4	Investment Asset Class Sector Type	Y	All filers	• ***Cash*** • ***Fixed Income*** • ***Equity*** • ***Property*** • ***Infrastructure*** • ***Alternatives*** • ***Not Applicable***	Report the ***asset class sector type***.
5	Investment Listing Type	Y	All filers	• ***Listed***	Report the ***listing type*** of the

Column	Field name	Unique identifier	Applicable to	Valid values	Description
				• ***Unlisted*** • ***Not Specified*** • ***Not Applicable***	investment.
6	Investment Domicile Type	Y	All filers	• ***Australian Domicile*** • ***International Domicile*** • ***Not Specified*** • ***Not Applicable***	Report the ***domicile type*** of the investment.
7	Asset Class Description Text	Y	All filers	Free text	Report the ***asset class further description***.
8	Service Arrangement Inclusions Exclusions Text	Y	All filers	Free text	Report the detail of how the ***service arrangement*** differs with particular inclusions or exclusions. For example if the general administration service provider excludes the call centre function, highlight this here and include a separate row for the call centre function service provider under 'member services' service type category. If there are no inclusions or exclusions applicable to the expense, report 'Not applicable'.

Column	Field name	Unique identifier	Applicable to	Valid values	Description
9	Service Arrangement Engagement Type	Y	All filers	• ***Other Payments*** • ***Ongoing Payment To Service Provider*** • ***Consultant Fees*** • ***Staff Wages*** • ***Executive Remuneration***	Report the ***engagement type***.
10	Investment Market Value Amount		All filers	Whole dollars	Report the ***market value of investments***.
11	Proportion Of Assets Service Provided Percent		All filers	Percentage to 2 decimal places	Report the ***proportion of assets to which service is provided***.
12	Proportion Of Members Service Provided Percent		All filers	Percentage to 2 decimal places	Report the ***proportion of members to which service is provided***.
13	Service Arrangement Registrable Superannuation Entity Or Member Cohort Different Cover Text		All filers	Free text	If the ***proportion of members to which service is provided*** is not 100%, report the description of the member cohort covered and / or not covered under this ***service arrangement***.
14	Payment SPS 515 Materiality Indicator		All filers	• Yes • No	Report whether this expense is material for the purposes of ***SPS 515 materiality***.
15	Service Arrangement Investment Management Cost Amount		All filers	Whole dollars	Report the ***total cost of the service arrangement***.
16	Related Party Indicator		All filers	• Yes • No	Report whether the expense is classified as an ***expense with a related party.***

Table 4: Related Party reporting

Report all profit attributable to RSE expenses for the reporting period in Table 4 for each related connected entity (excluding where an entity is a related connected entity only due to a standard employer sponsor relationship and the relationship with that entity does not result in a relevant duty or a relevant interest in accordance with *Prudential Standard SPS 521 Conflicts of Interest*) on a look-through basis[9] where the related connected entity's dividend payments or retained earnings are attributable to RSE expense amounts.

Column	Field name	Unique identifier	Applicable to	Valid values	Description
1	Service Provider Identifier	Y	All filers	No more than 20 alpha-numeric characters (with no special characters)	Report the ***service provider identifier***.
2	Expense Category Type	Y	All filers	• ***Administration And Other Expenses*** • ***Investment Management Expenses***	Report the ***Expense Category Type***.
3	Profit Attributable To RSE Expense Amounts		All filers	Whole dollars	Report the ***profit attributable to RSE expense amount***s.

[9] In accordance with subsection 13(4D)(a) and 13(4D)(e) of the Financial Sector (Collection of Data) Act 2001, report details of the receiving entity; and identify the way in which the money, consideration or other benefit is used by the receiving entity, and any entity with which that entity deals, including the extent which the receiving entity's profit is attributable to that money, consideration or other benefit.

Lists

Expense type	The ***expense type*** options when ***Administration Services*** is selected as the ***expense group*** option are: • ***Complaints And Feedback Handling*** • ***Member Communication*** • ***Insurance Administration*** • ***Member Account Administration*** • ***Other*** The ***expense type*** options when ***Advice*** is selected as the ***expense group*** option are: • ***Intra Fund Advice*** • ***Financial Planners*** • ***Financial Planning Payments To Externals*** The ***expense type*** options when ***Member Services*** is selected as the ***expense group*** option are: • ***Call Centre Services*** • ***Development And Maintenance Of Website And Other Digital Tools*** • ***Research And Data Analytics*** • ***Member Education*** • ***Member Wrap Platform*** • ***Other*** The ***expense type*** options when ***Marketing*** is selected as the ***expense group*** option are:

	• ***Advertising Or Marketing*** • ***Consumer Testing*** • ***Member Campaigns*** • ***Research And Data Analytics*** • ***Sponsorship*** • ***Other*** The ***expense type*** options when ***Trustee Board*** is selected as the ***expense group*** option are: • ***Board And Board Committees*** • ***Training*** • ***Other*** The ***expense type*** options when ***Fund Operations and Corporate Overheads*** is selected as the ***expense group*** option are: • ***Accounting And Finance*** • ***Actuarial Services*** • ***Accounting Adjustments*** • ***Capital Expenditure*** • ***Conferences*** • ***Research And Data Analytics*** • ***Entertainment*** • ***External Audit*** • ***Internal Audit*** • ***IT Services*** • ***Human Resources*** • ***Legal*** • ***Memberships*** • ***Merger Investigation*** • ***Merger Implementation*** • ***Motor Vehicles***

	• ***Political Donations*** • ***Premises*** • ***Professional Indemnity*** • ***Regulatory Levies*** • ***Risk And Compliance*** • ***Strategy And Planning*** • ***Training*** • ***Travel*** • ***Other*** The ***expense type*** option when ***Other*** is selected as the ***expense group*** option is: • ***Other***

Reporting Form SRF 332.1

Investment and Transaction Fees and Costs

Instruction Guide

This instruction guide is designed to assist in the completion of *Reporting Form SRF 332.1 Investment and Transaction Fees and Costs* (SRF 332.1).

General directions and notes

Reporting level

SRF 332.1 must be completed by the RSE licensee for each RSE, defined benefit RSE and PST.

Reporting tables

Tables described in this reporting form list each of the data fields required to be reported. The data fields are listed sequentially in the column order that they will appear in the reported data set. Constraints on the data that can be reported for each field have also been provided.

The Unique identifier column indicates which field or fields form the primary key of the table. Where a field has 'Y' in the Unique identifier column, this denotes that this field forms part of the primary key for the table. A blank cell in the Unique identifier column means that the field does not form part of the primary key for the table. Any specific combination of values in the fields that form the primary key of a table must not appear on more than one row in that table when reported.

Reporting basis and unit of measurement

SRF 332.1 captures all investment and transaction fees and costs that have been charged to members or otherwise affected member balances during the reporting period. It includes all investment and transaction fees and costs that would appear in the ***Periodic Statement*** for the superannuation product and fees and costs relating to accessible products available on superannuation platforms.

Amounts in SRF 332.1 are to be reported as whole dollars.

Items on SRF 332.1 must be reported with respect to transactions that occurred during the reporting period.

Definitions

Terms highlighted in ***bold italics*** indicate that the definition is provided in *Reporting Standard SRS 101.0 Definitions for Superannuation Data Collections* (SRS 101.0).

Table 1: Investment and transaction fees and costs

Report the total investment and transaction fees and costs, for each investment manager and internally incurred, for the reporting period.

For internally incurred investment and transaction fees and costs, report the total fees and costs for each fee type against the RSE licensee.

For each investment manager, report the Asset Class Sector Type, Investment Listing Type and Investment Domicile Type that most closely aligns to the investment with each fund or asset portfolio managed by that investment manager.

For each contract with an investment manager, select one Asset Class Sector Type that best represents the asset sector, listing type and domicile assigned to the investment manager, e.g. if single sector, select the sector, if multi sector, report multi sector. No look through on asset allocation is required.

The investment and transaction fees and costs should align to fees and costs disclosed to members to meet the Australian Securities and Investments Commission's *Regulatory Guide 97 ('Disclosing fees and costs in PDSs and periodic statements')* obligations for superannuation products in relation to fees and costs disclosure requirements for periodic statements. For superannuation platform operators, it is expected that RSE licensees should also utilise fees and costs information required to meet reporting obligations under *Reporting Standard SRS 705.0 Components of net return* (SRS 705.0). For all RSEs, it is expected the total fees and costs reported under SRF 332.1 will broadly reconcile to the weighted average of investment and transaction fees and costs reported under SRS 705.0.

Column	Field name	Unique identifier	Applicable to	Valid values	Description
1	Service Provider Identifier	Y	All filers	No more than 20 alpha-numeric characters (with no special characters)	Report the ***service provider identifier*** for the relevant investment manager. Report each service provider as a separate line item. Each investment manager is to be allocated a ***service provider identifier***. The ***service provider identifier*** must correspond to a ***service provider identifier*** reported in SRS332.0 Table 1.
2	Investment Manager Asset Class Sector Type	Y	All filers	• ***Cash*** • ***Fixed Income*** • ***Equity*** • ***Property*** • ***Infrastructure*** • ***Alternatives*** • ***Multi Sector***	Report the asset class sector type as assigned to the investment manager for asset allocation purposes.
3	Investment Listing Type	Y	All filers	• ***Listed*** • ***Unlisted*** • ***Not Specified*** • ***Not Applicable***	Report the ***listing type*** of the investment.
4	Investment Domicile Type	Y	All filers	• ***Australian Domicile*** • ***International Domicile*** • ***Not Specified*** • ***Not Applicable***	Report the ***domicile type*** of the investment.
5	Base Investment Fee Or Cost Amount		All filers	Whole dollars	Report the total ***base*** investment fee or cost amount for each combination of ***Service Provider Identifier***, ***Asset***

Column	Field name	Unique identifier	Applicable to	Valid values	Description
					Class Sector Type, ***Investment Listing Type*** and ***Investment Domicile Type***. Where no fee or cost amount applies, leave the field blank.
6	Performance Linked Investment Fee Or Cost Amount		All filers	Whole dollars	Report the total ***performance linked*** investment fee or cost amount for each combination of ***Service Provider Identifier***, ***Asset Class Sector Type***, ***Investment Listing Type*** and ***Investment Domicile Type***. Where no fee or cost amount applies, leave the field blank.
7	Transaction Fee Or Cost Amount		All filers	Whole dollars	Report the total ***transaction*** fee or cost amount for each combination of ***Service Provider Identifier***, ***Asset Class Sector Type***, ***Investment Listing Type*** and ***Investment Domicile Type***. Where no fee or cost amount applies, leave the field blank.
8	Investment Market Value Amount		All filers	Whole dollars	Report the ***market value of investments*** to which the fee or cost amount relates.
9	Related Party Indicator		All filers	• Yes • No	Report whether the ***Service Provider*** associated with the reported fee or cost amount is a ***Related Party***.