



BANCA D'ITALIA
EUROSISTEMA

STATISTICAL DATA COLLECTION AND PROCESSING DIRECTORATE
Statistical Registers Division

**INSTRUCTIONS FOR ACCESSING THE ISIN CODE
SERVICE, REPORTING PER ART. 129 OF THE
CONSOLIDATED BANKING LAW AND
SECURITIZATIONS
Ver. 1.6**

Updated to: 19 December 2023

1. Registering with the Financial Instruments ISIN Code Service

Entities that, as indicated in the [‘Terms of Use of ISIN Code Service’](#), are entitled to request the assignment of an ISIN for financial instruments may access the Service.

Those who plan to use the service (the **‘Partner’**) must register by filling out all parts of the [‘Application for Access to the ISIN Code Service, Reporting per Art. 129 of the Consolidated Banking Law and Securitizations’](#) form.

The Financial vehicles corporations (FVCs) have to register to the Service in order to send the “Notice of commencement of securitization activity” pursuant to the administrative measure of 12 December 2023 of the Bank of Italy. The form, digitally signed by the **Partner’s** legal representative, must be sent by certified email to adesioni_ISIN@bancaditalia.it. Non-resident entities may submit the form, with a handwritten signature accompanied by a copy of the legal representative’s identity document, by email to FEAT@bancaditalia.it. In both cases the subject of the email must be : “Application to ISIN code service, Art. 129 Reporting and Securitizations”.

In addition to containing information on the applying entity, the application form must also report the name of the person the **Partner** has chosen to serve as its contact (**‘Contact Person’**) for communications regarding the Code Service. To do so, the Contact Person must first register on the Bank’s website (see Section 2.1) and include the credentials received (username) in the form.

Once the Bank of Italy has verified this information, it will send an email to the Contact Person and to the **Partner** at the email addresses provided in the form notifying them that the application for access to the Service has been approved. The email will also contain the ID number assigned to the **Partner**. The Contact Person will be given the status of **Administrator** (see Section 2).

Once the application has been approved, the Contact Person will be able to access and use the **‘FEAT - Front End Anagrafe Titoli’** and “FE129 - Front End 129” applications on the INFOSTAT platform for the collection of statistical information.

The platform can be accessed via <https://infostat.bancaditalia.it>. The procedures for registering for the Service are described below.

2. Procedures for accessing the Service

Users must first register on the Bank of Italy’s website in order to use the service. They must enter certain personal information and their **selected** system access credentials (username and password). Once registration is complete, these credentials will be used each time the user logs into the site.

A **Partner** can register two types of users:

Administrator: the person chosen by the **Partner** to manage the reports to be sent to the Bank of Italy. The Administrator can enable other users to serve as operators or administrators.

Operator: a person chosen by the Administrator to use the services for preparing and sending information to the Bank of Italy.

The steps that each user must follow to access the **FEAT and FE129 applications** are set out below.

Administrator - Contact Person:

1. Register on the site (see subsection 2.1);
2. Enter your username in the [‘Application for Access to the ISIN Code Service, Reporting per Art. 129 of the Consolidated Banking Law and Securitizations’](#) form (see Section 1);

3. Fill out and send the form.

Once the Bank of Italy accepts your application:

- a. you can access the homepage of the **INFOSTAT** portal (see Subsection 2.2) and through it the FEAT and FE129 applications;
- b. you can authorize other users as operators or administrators on behalf of the Partner (See Subsection 2.4).

Operator and subsequent Administrators:

1. register on the site (see Subsection 2.1);
2. you can access the homepage of the **INFOSTAT** portal (see Subsection 2.2) and from here, selecting the appropriate function, request that the Administrator enable you to act on behalf of the Partner (see Subsection 2.3);
3. once enabled you can access the Financial Instruments ISIN Code Service.

2.1. Registration and User Authentication

Go to <https://infostat.bancaditalia.it> to bring up the following authentication and registration pages of the Bank of Italy site:

NOTICE :


In order to turn the display of the website in the English version, you need to check that, in your Internet browser, English has been set as the first language.

To check/vary the setting of the Browser, open the “Tools” menu located in the upper menu bar of whatever Internet page and select “Options”. Within the box that will appear find the menu to set the language. Check that English appears in first rank of all the other selectable languages, if not, move it accordingly.

The screenshot shows a web browser window with the URL <https://infostat.bancaditalia.it>. The page header features the Banca d'Italia logo and the text "BANCA D'ITALIA EUROSISTEMA". Below the header, the word "Authentication" is displayed in a blue font. A red banner at the top of the main content area reads "Accessing the Application : INFOSTAT". The main content area contains a login form with a "LOGIN" button at the top. Below the button are two input fields: "Username" and "Password". At the bottom of the form are two buttons: "ACCESS" and "SIGN UP". Below the form is a link "FORGOT YOUR ACCESS CREDENTIALS?" with two sub-links: "Password Recovery" and "Username Recovery".

Click on the link ‘**Sign up**’ to go to the registration page to fill out the form shown below:

← <https://registration2.bancaditalia.it/newRegistration/signin> Cerca

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Registration

Request new registration
The value entered in the field USERNAME along with the password become his credential access. At the end of the registration process, you will be sent an e-mail confirmation to the address indicated. The email will contain a link to a web page for the activation of the user.

Note
The link sent by e-mail will be valid for 72 hours.

IDENTIFICATION

Username
The username should start with at least three (3) alphabetic characters.

Password
The password must be at least eight (8) characters and must contain both letters and numbers.

Confirm Password

MANDATORY INFORMATION

Name

Surname


Email

You should indicate the personal email address to which the registration confirmation email should be sent and that will be used to perform tasks connected with managing your username.

You are free to choose your own username and password, within the parameters indicated on the page.

Once you submit the registration form the following message will appear, informing you that the registration was a success.

← <https://registration2.bancaditalia.it/newRegistration/saveRegistration.action>

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Registration Successfully Completed

REGISTRATION SUCCESSFULLY COMPLETED

The registration process was completed successfully.
To complete the process is required to activate the account.
Shortly receive an e-mail containing instructions for activation.
Thank You

[Go to homepage](#)

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A system-generated confirmation email will be sent to the user's address:

Sign-in to Banca d'Italia website

Dear Mrs/Mr FORLANO GIAN PAOLO,
your registration request for Banca d'Italia web site has been received at 14:35:45 on 03 mar 2016.

In order to complete registration process visit the following link <https://registration2.bancaditalia.it/newRegistration/attivazioneUtente?id=6e8nM1eEGXF5QMUCyzGSF8JobXnyUbo4ppbheifabvLMnNMvPhg5Exx7TWJ sXChikEaQEPzSspR0RiRvFTop3PawiF0i0vYKIXd9VzJbMJ4ixBdFvY80H35FBpQDn7JTFHBNgnMLhW5egD3EryWcB5LPxNAQnzv4BAVRunsGfclq4rc5lcQM3CDDixMrxW0kGdqCceurVejjeaOWwLcuZk22LOCEr0v2vPwDIXrGJakaO3EnN8BC85GVz2&user=Eh%2BuIW3Qv%2FQ%3D> within expiration date: 06 mar 2016 14:35:45.
After this date, link will not work properly and you will need to do a new registration.

If you experience any technical problem please refer to FAQ you can find at the following URL: <https://registration2.bancaditalia.it/newRegistration/faq>

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To complete the registration process, click on the user activation link in the email; the following screen will appear in your browser:

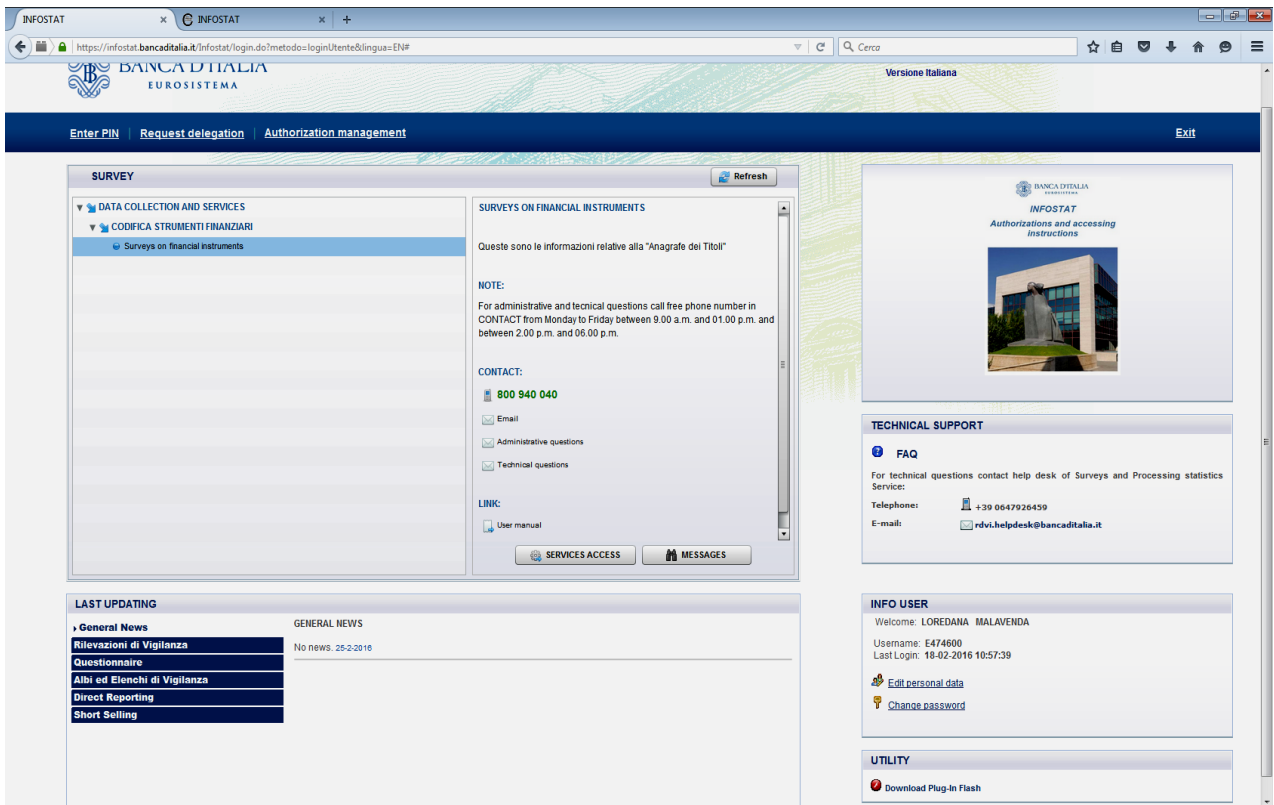


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Once again, by using the <https://infostat.bancaditalia.it> link, you can return to the Registration page shown above and from here access the **INFOSTAT** homepage.

2.2. Accessing the INFOSTAT homepage

After logging into the Authentication page, click on the 'Access' icon to go to the **INFOSTAT** homepage. The services and functions displayed will vary based on your privileges and status.



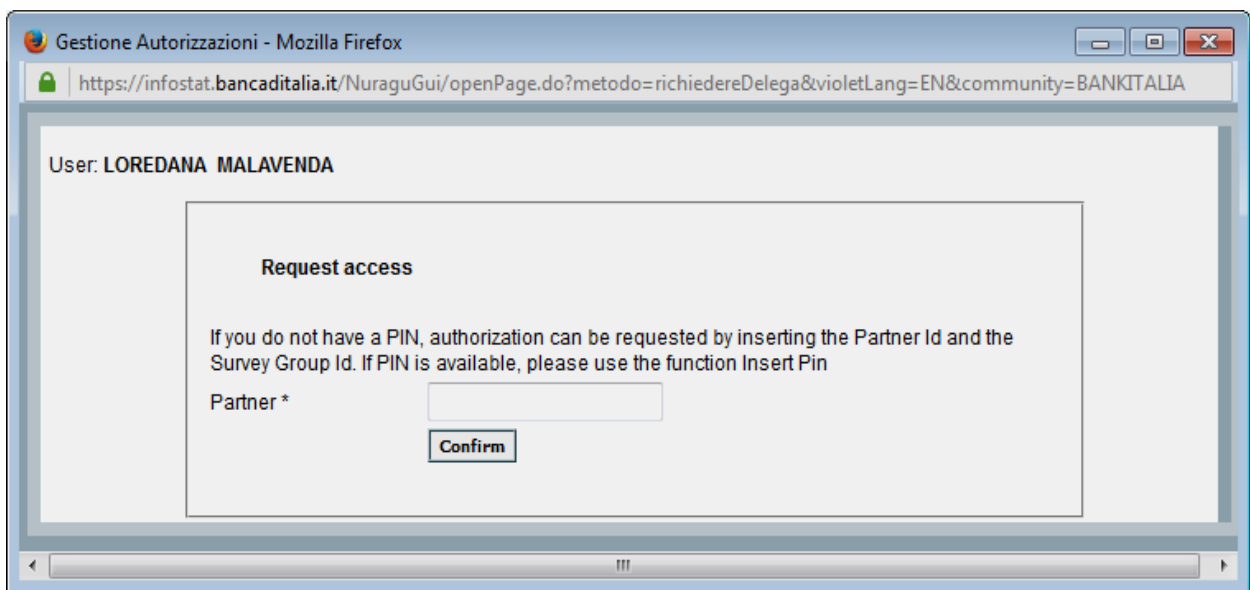
After selecting the chosen application, click on the ‘**Access services**’ icon to launch it.

The INFOSTAT homepage also contains the following functions, which are required for performing and managing authorization tasks:

- **Request Authorization:** for the user who needs to be enabled by the Administrator, see Subsection 2.3;
- **Manage Authorizations:** for the Administrator who enables other users to use the service. In particular, the Partner’s Contact Person, previously designated by the Bank as Administrator may enable other users to act as operators or administrators on behalf of the Partner (see Subsection 2.4).
- **Enter PIN** (not used for this service);

2.3. **Request for authorization**

Once registered, users must request ‘authorization’ from the ‘administrator’ to use the applications. This request can be made through the INFOSTAT homepage.



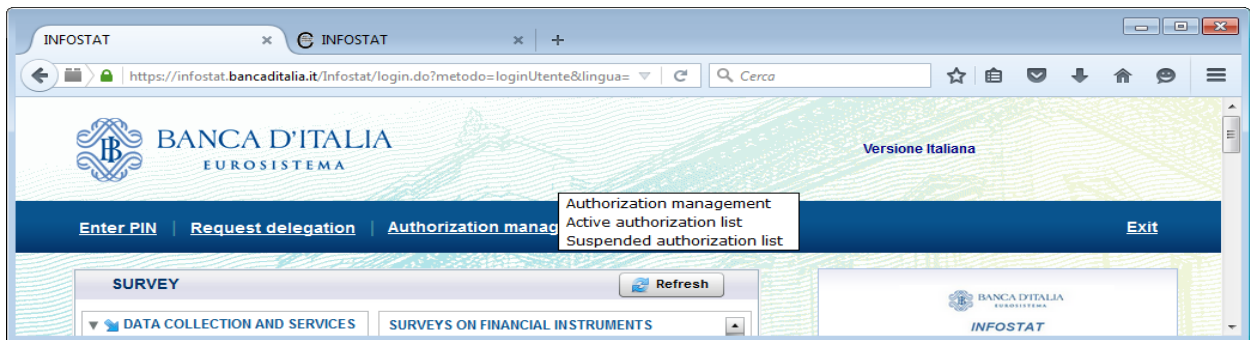
In the request for authorization, the user must enter the ID number of the Partner.¹ The request must be made in order to receive ‘operational authorization’. This authorization is granted by the ‘administrator’ through the ‘Manage Authorizations’ function.

Once the authorization process is completed by the administrator, the ‘authorized’ user can access the services for preparing and transmitting INFOSTAT information and can use the available functions.

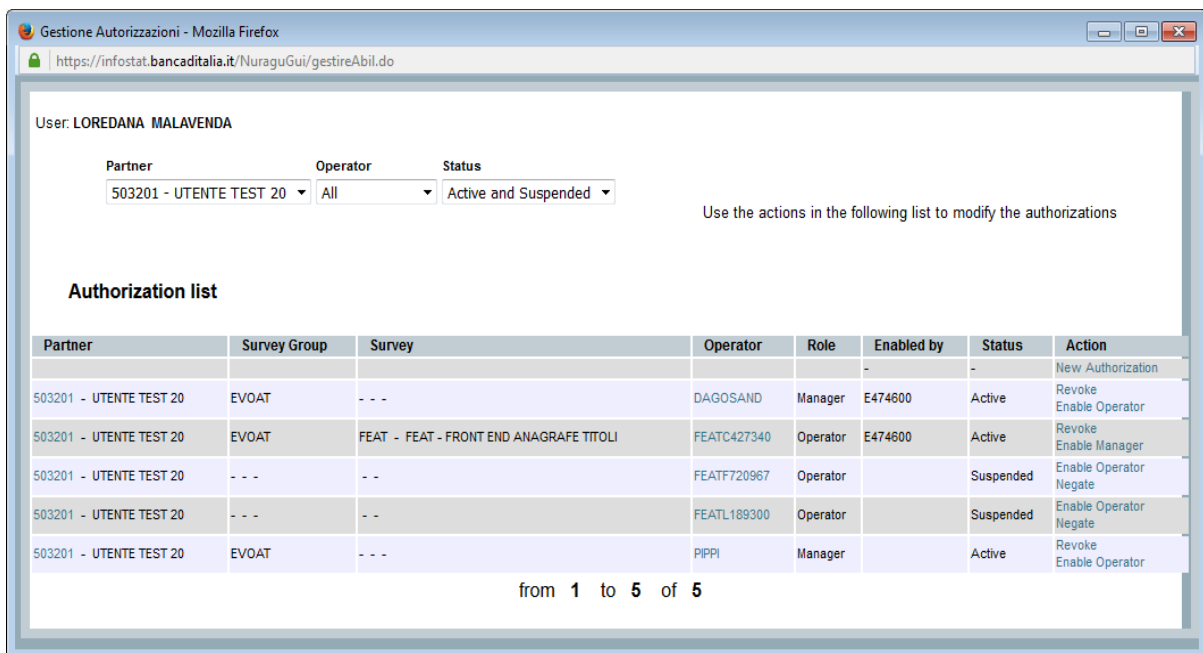
2.4. **Granting authorization**

The Administrator grants authorization to other users, at their request, to act as Administrator or Operator of a single report on behalf of the Partner. On the ‘**Manage Authorizations**’ page the Administrator can review his authorizations and those of others who have the power to grant authorizations on behalf of the same Partner.

¹ The Partner’s ID number is that provided by the Bank of Italy upon the completion of the registration process (See Section 1).



The Operator can only consult the list of his own authorizations. Below is a sample screenshot:



An authorization can be:

- **active:** ‘existing’ authorization; the list of active authorizations is available under the “Active authorizations list” option in the “Manage authorization” menu;
- **pending:** authorization requested by the user is pending; the list of pending authorizations can be viewed under the “Pending authorizations list” option in the “Manage Authorizations” menu;
- **revoked:** authorization revoked and therefore effectively deleted.

For each *active* authorization, the Administrator may perform the following actions:

- **revoke;**
- **change type of authorization:** the Administrator grants Administrator status to an Operator, or changes Administrator status to Operator status for one or more surveys;
- **grant additional authorizations** of Operator status for other surveys.

For each *pending* authorization, the Administrator may perform the following actions:

- **grant Operator-status authorization** for one or more surveys;
- **grant Administrator-status authorization;**
- **deny the request for authorization.**

No actions can be taken on revoked authorizations.

Authorizations can be changed (granting authorizations, revoking or modifying an existing authorization) **by choosing the appropriate ‘Action’** shown on the “Manage Authorizations” screen. Each time an authorization is modified, the system generates a notification email that is sent to the Partner at the address indicated in the application for accessing the Service.

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* *

To fill out the application form and to view the .pdf file generated by the application, you must have Adobe Reader updated or a compatible browser.

For help in using the registration function, send an email to autoregistrazione@bancaditalia.it.

For all other questions concerning access to INFOSTAT and the use of the relative services, contact the help desk of the Statistical Data Collection and Processing Directorate (rdvi.helpdesk@bancaditalia.it; Tel.: 0647926459).

For administrative enquiries regarding reporting, the ISIN code system, the use of the FEAT application and any other aspect of the preparation and transmission of reports, contact the Statistical Data Collection and Processing Directorate – Statistical Registers Division (FEAT@bancaditalia.it or FE129@bancaditalia.it).