## **BE-Financial Regulation**

## **HELP PAGE**

### **Contents:**

- Introduction
- Search commands
- Results lists
- Display and navigation by regulation
- Contents of regulations

### Introduction

**BE Financial Regulation** is the Banco de España's financial legislation database which you can use to consult State, regional and European financial system regulations. These are consolidated versions, where appropriate, and include links to the regulations, as well as explanatory notes and references to related regulations.



#### Search commands

The database is equipped with a search engine. You can use the following commands, together or separately, to perform filtered searches to find legislation.

**Free text**. You can search for any word that appears in the text of the regulations and narrow the search with all or any of the words that appear in the same paragraph, sentence or article.

**Title of the regulation**. You can search for any word that appears in the title or heading of the regulation, or narrow your search by looking for the exact sentence.

**Number/Year**. You can search for regulations using the document number or year of publication. The format for this field is n/yyyy, where (n) is the digit(s) identifying the document number and (yyyy) the four digits of the year of publication. In this respect, please be aware of the following:

## A) Numbering of European legislation

The numbering of European Union legislation begins with the year followed by the document number (yyyy/n), but in the database you will have to search by the number followed by the year (n/yyyy).

# B) Numbering of European Central Bank (ECB) legal acts

**ECB legal acts have two numbers:** the number of the Official Journal of the European Union (OJEU) and the ECB's own number.

The financial legislation database uses the ECB's numbering system, so if you search for an ECB legal act using the OJEU document number no results will be returned.

## Example:

Guideline (EU) 2022/67 of the European Central Bank of 6 January 2022, amending Guideline (EU) 2021/830 on balance sheet item statistics and interest rate statistics of monetary financial institutions (**ECB/2022/1**).

If you search for this Guideline by the OJEU number (67/2022) no results will be returned.

But, if you search for **1/2022**, you will find the text of this ECB Guideline.

**Scope**. You can consult legislation based on whether it is European, State or regional. By default, the database presents all European, State and regional legislation.

You can search for regional legislation in the database by applying filters for your region of interest.

**Type.** You can search for regulations based on type (law, royal decree, circular, directive, decision, guideline, etc.) by selecting a category from the drop-down list. By default, the database shows all the available types of legislation.

*In force/repealed*. By default, the database presents all legislation. You can filter for regulations that are in force or have been repealed; the title of repealed regulations is displayed in red.

When you search for repealed regulations, depending on your search, the database will return the fully repealed regulation or one or several of the articles that have been repealed or amended, along with their different versions over time if they have been amended more than once.

**Date of approval**. You can search for legislation by approval date or date range.

Valid date formats are *dd-mm-yyyy* or *dd/mm/yyyy*. You do not need to include zeros in days and months with only one digit.

**Date of publication.** You can search for legislation by its publication date in the corresponding official gazette (Boletín Oficial del Estado (BOE) for Spanish legislation, OJEU for European legislation). The search criteria are the same as those described for the *Date of approval* field. You can also use this search command by date range.

**Thesaurus**. A controlled vocabulary comprising an alphabetical list of searchable keywords. These are arranged in hierarchical order: those at the top are more general terms while those lower down the tree structure are more specific terms. You can click on the icon next to the main keywords to display lower-level ones.

Each keyword is associated with one or several regulations (or parts of regulations) in the database. To make it easier for you to navigate using the Thesaurus, some keywords have been included that are not assigned to a regulation. Click on the link displayed below them to access the related information.

The expression "Related terms" appears below certain keywords in the Thesaurus to show terms relating to similar information.

Once you have located the keywords you are interested in, check the box next to each of them and click on *Accept*. The search menu will reappear and the keywords you have selected will have been included in the Thesaurus field. You can now launch your search.

You can click on *Cancel* at any time. This will take you back to the search page with no keywords selected.

The Thesaurus is a part of the database that is constantly being reviewed, so keywords may be added, changed or deleted.

**Truncation operator (%)**. The truncation operator finds all the possible variations of words, terms and phrases based on a root word. It is represented by the percentage sign (%).

It can be used at the beginning, in the middle or at the end of a word.

Example: You are interested in locating regulations including the root word "Adminis".

Search for: "Adminis%". You will find administration, administered, administrative, administrator, administratively and administer.

## Results lists

The Results list shows the regulations recovered following a search.

The text "Results obtained by the search" and the search commands used (e.g. *Title of the regulation* or *Scope*) will appear at the top of the screen.

If there are too many results, the database allows you to **refine your search**. Click on the "Refine search" option to return to the search interface and key in more data to narrow your search.

Your search results will be numbered, with the most recent regulations displayed first. Click on the link in the result number to access the text.

The results are paginated. The first page displays the first sub-set of results found (for example, *Results 1 to 20 of 45*). You can browse through the pages one by one, or directly jump to the first or last page by clicking on the icons << > > located at the top and bottom of each page.

The *Start new search* icon (for launching new searches with other commands) is located on the toolbar of this page, next to the Print icon.

# Display and navigation by regulation

The regulation browse functionality displays the legal texts as follows:

- 1. Full title of the legislation with official publication data.
- 2. Clearly differentiated parts: titles, chapters and sections.
- 3. Articles located in each part with the number of each article in bold, the heading in italics and the consolidated texts, where appropriate.
- 4. Further information of interest, such as notices, explanatory footnotes or legislative concordances.
- 5. Hyperlinks to other regulations in the database.

At the top right of the page you can see whether the regulations you are viewing are in force or have been repealed. Also, where the regulations in force have been amended, you will see the expression "consolidated regulation", and where regulations are no longer in force, the date of entry into force and the date of repeal.

If there are previous or subsequent versions of the text shown in any part of the regulations, the icon — or — will appear with a hyperlink so that you can access them.

The following are displayed on the top right of the page.

**Contents**. Takes you to the view functionality by contents (see <u>Contents</u> of regulations).

*Full regulation*. Displays the full version of the regulation in force as at the date of viewing.

**Regulation as at a specific date**. Allows you to view the full version of the regulation in force as at a specific date. You can select the desired date from the drop-down list of the different dates on which the regulation was amended, or directly key in any date.

**Start new search.** Takes you back to the search page with your original criteria.

**Results**. Takes you back to your original set of results.

**Print**. Prints all or part of the regulation, depending on the selection you make. The print function does not include the page number.

**PDF**. Allows you to convert the text displayed on screen to PDF. Note that the PDF document generated does not include the page number.

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## **Contents of regulations**

This function shows only the names of the different parts of a regulation (titles, chapters and sections), with tick boxes that show which parts were being viewed. By ticking or unticking these boxes you can choose the parts (titles, chapters, sections, etc.) that interest you.

To see only the part(s) that interest you, tick the corresponding box(es) and then click on the *See regulation* icon. Bear in mind that when you choose part of a regulation that includes lower-level divisions, they will also be displayed whether or not you selected them.

To change your selection, click on Contents and use the Select all and Clear selection icons.

To return to the previous screen, simply click on the "back" arrow  ${\bf in}$  the  ${\bf navigator}.$ 

4