TAX REPORTING SUITE

MODULE CRS

VERSION 26.03



USERS'S MANUAL

Published: Oct 2026

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Revision History

Product Version	Document Version	Revision Date	Description
1702	Rev 0	01.02.2017	Initial Revision
1704	Rev 1	10.04.2017	GA Release, multi reporting FI support
1706	Rev 2	19.06.2017	Configurable templates, IGOR support, LI split
1712	Rev 3	31.12.2017	NIL Report Generator, Work Item
1802	Rev 4	27.02.2018	No changes
1803	Rev 5	21.03.2018	Minor fixes (Excel import, CH-Validator) TIN-Validator, Opt-In Validations
1807	Rev 6	31.07.2018	UY-, MY-, AU-, DE-, CH-specific reporting, encrypted passwords, minor fixes and improvements, trwi file extension, reporting documentation (PDF)
1812	Rev 7	17.12.2018	New country specific validators, minor fixes
1902	Rev 8	12.02.2019	Minor fixes, reporting FI splitting, excel template detection, new County: Finland, Cook Island
1911	Rev 9	07.11.2019	Minor fixes and productivity improvements, new country CN, IL, CW
20.01	Rev 10	20.01.2020	https://www.easycrs.ch/index.php/8-trsuite/12-trsuite-release-notes-version-20-01
20.02	Rev 11	24.02.2020	No changes
20.11	Rev 13	24.11.2020	https://www.easycrs.ch/index.php/8-trsuite/17-trsuite-release-notes-version-20-11
21.01	Rev 14	01.02.2021	https://www.easycrs.ch/index.php/8-trsuite/17-trsuite-release-notes-version-21-01
26.02	Rev 15	06.09.2026	https://www.trsuite.ch/trsuite/ReleaseNotes/RELEASE_NOTES_26.02.en.html
26.03	Rev 16	15.10.2026	https://www.trsuite.ch/trsuite/ReleaseNotes/RELEASE_NOTES_26.03.en.html

The Main Window

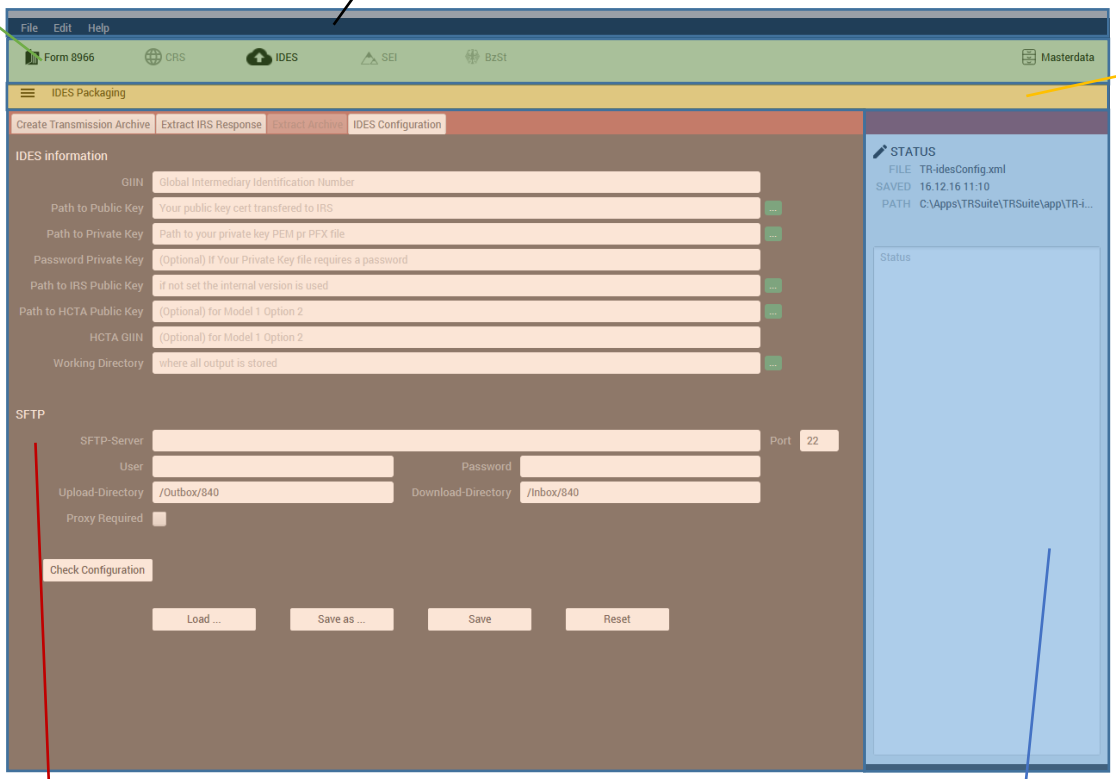
The Main window is the launch point for the entire application. You can select the licensed module in the modules button bar and perform the module specific tasks within main area of the module.

Each module comes with its own module menu and detail area.

Modules Button Bar – shows all available modules of the software.

Menu options

Module Menu – module specific menu options

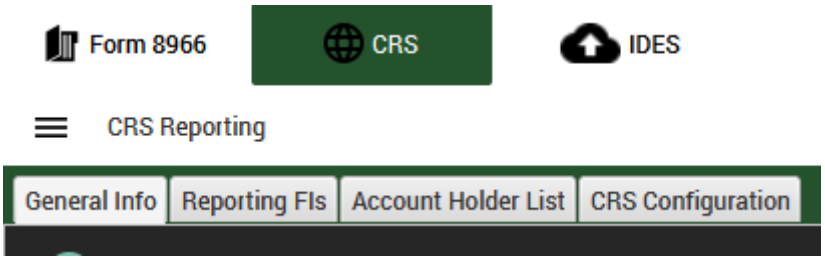


Module Main Area – the main working area of a module, where all module specific tasks can be executed

Module Details Area – includes general information and details for the selected module

CRS: Module Overview

This guide provides information about the CRS module of the TRSuite software package. It describes processes and procedures for importing CRS OECD XML 1.0, 2.0 and 3.0 files and exporting CRS OECD XML 2.0 and 3.0 files.



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The CRS module includes the following:

- General Form Info Tab
- Reporting FIs Tab
- Account Holder List
- XML- / Excel-Import
- XML-Export
- Configuration
- IGOR FI Synchronizer (GG and CK)

This document will help explain how each option functions.

A note on the national specifications, state as of September 2026. The Amended CRS (XML schema 3.0) applies from the reporting periods 2026 and 2027 onwards. Depending on the jurisdiction not every tax administration has published its own requirements for it yet; several that have are still revising them. Where a jurisdiction has not published a final specification, TRSuite writes the OECD standard report, and the country specific parts of this guide describe the state at the time this document was published. Please check the current guidance notes of your tax administration before you file, and contact support@section11.ch if a format you need is missing or has changed.

The screenshots throughout the USER's MANUAL are produced on Windows 11 using the Windows Look and Feel.

In addition to this Users Guide, the following online resources may be useful:

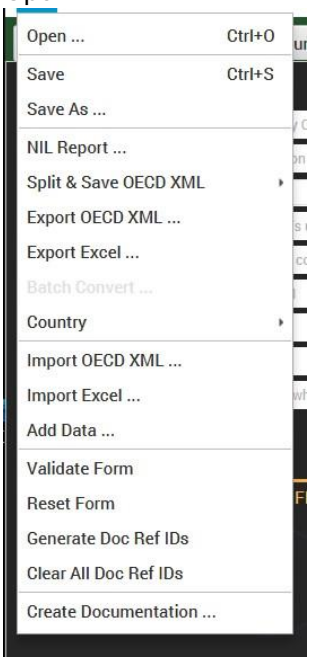
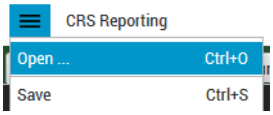
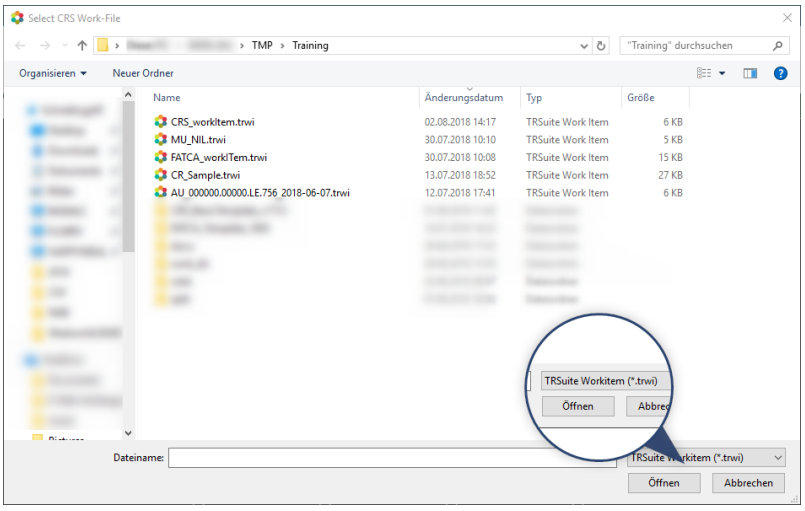
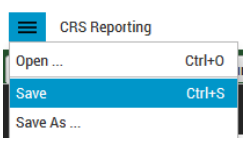
- OECD AEOI portal
  http://www.oecd.org/tax/automatic-exchange/common-reporting-standard/
- The Common Reporting Standard
  http://www.oecd.org/ctp/exchange-of-tax-information/standard-for-automatic-exchange-of-financial-account-information-for-tax-matters-9789264216525-en.htm
- The CRS XML Schema User Guide
  http://www.oecd.org/tax/automatic-exchange/common-reporting-standard/schema-and-user-guide/#d.en.345315

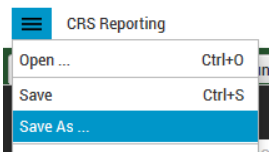
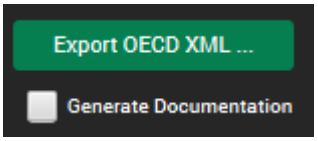
Reference

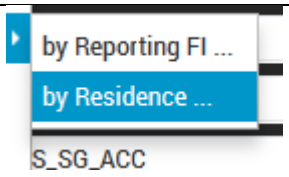
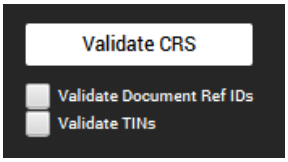
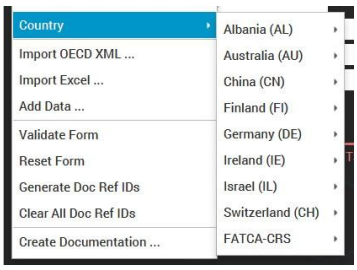
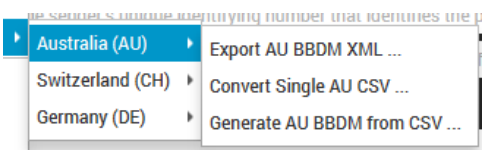
The following information is used to generate a CRS OECD 3.0 XML compliant document. Before filing an OECD CRS Report, please ensure that you are familiar with your country specific Guidance Notes.

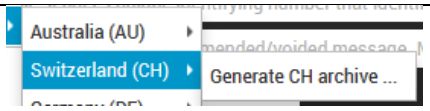
CRS Menu Items

The CRS menu includes the following elements

Menu Options	Description
Open ...  	Once you've saved a document, you may want to access it again to make changes or correct it out. From the menu, choose "**Open ...**"  An 'Open' dialogue box will pop up. From this, find your way to the folder in which your document is saved. Folders are shown down the left-hand side of the dialogue box. Once you've located your document and clicked on it to select it, its name will be shown in the 'File name' box at the bottom of the dialogue box.  Click **Open,** the document will then be opened.
Save	From the menu, choose "**Save"** to save the current work.  A 'Save' dialogue box will come up, if pressed the first time. At the top and at the left-hand side in the list of folder options, it will show the folder where you'll be saving the document. If you wish to

	change this folder, navigate through the folders on the left-hand side of the dialogue box to choose the one where you want to save your document. Type a name for your document in the 'File name' box. Come up with a name that is concise but will allow you to find the document easily again. Once you have typed in the name of your document, click **Save** Your document will now have a name, which will be shown at the right file info screen. If you make changes to your document and then save them after it has been saved originally, the dialogue box will not come up again. It will just save your changes without any visual notification being shown.
Save As …	 The 'Save As' menu is used to save an existing document under another name. This is helpful if you've made changes to your document and then want to save the changes, but also keep the original document in its original format and under its original name.
NIL Report …	Let you generate an empty OECD report for a single reporting FI.
Export OECD XML …	The "Export OECD XML" method persists the current CRS report to the user selected path. The same functionality is provided by the according button in the General Form Info Tab  If the "Generate Documentation" option is selected also the PDF documentation is generated during the export.
Export Excel	The "Export Excel" method persists the current CRS report to the user selected path. The format used is the simple excel template we provide.
Split & Save OECD XML … 	The Split and Save method split the current CRS report based on the entered residence country codes of the account holder into individual files (one per country). Also the generation of a single XML file for each reporting FI is supported:

	 Message and Document Reference IDs are (re-)generated during the export.
Import OECD XML ...	Loads the user selected CRS OECS XML file. All current values are replaced.
Add Data ...	Allows to concatenate account reports from different data sources (XML or XLMS). Hint: When adding data from a file, only the account and reporting FI is imported, no additional sender information
Import Excel ...	Loads the user selected CRS-TRSuite-Excel file. Existing values in the CRS main area will be replaced.
Reset Form	The Reset Form menu resets the values of all elements in the CRS main area.
Generate Doc Ref IDs	This menu item generates new document reference IDs for all elements within the current CRSOECD report.
Clear All Doc Ref IDs	This menu item removes all document reference IDs for all elements within the current CRSOECD report.
Validate Form	The same functionality is provided by the according button in the General Form Info Tab  TIN- and Document-ReferenceID Validation can be deactivated, e.g. in case of test-data.
Create Documentation ...	Allows to generate a reporting statement in PDF similar to the IRS Form 8966 for the current OECD XML report.
Country specific extensions: 	Australia defines a specific delivery format. A wrapper around the OECD XML standard for electronical delivery of the data.  Switzerland defines a specific delivery package encrypted with the ESTV provided certificate



The Finish Tax Authority defines its own extension of the OECD standard. TaxFI files can be imported and exported using the following functionality:



The Albanian Tax authority defines its own delivery format. Based on GovTalk an XML message with a enveloped signature needs to be generated.



... for more details, please see the dedicated chapter about the country specific reporting formats.

Common UI Objects

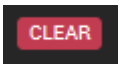
Invalid Fields

Some text fields expect specific values or formatted text, e.g. GIIN- or date-fields. If an invalid value/format is entered the text fields is marked red:



CLEAR Buttons

A CLEAR-button resets the values of all elements in the according logical region.



POP-OVER Buttons

If a button is colored with a blue background, more data is available. The black background indicates an empty data set.



Update Document or Message References IDs

As the document reference ID is depending on the Country-Specific rules, there is the possibility to update the document reference IDs if required, for instance after changing the IN. Either update each single ID by pressing the ADD button for the specific field or updating all IDs by choosing the Form8966 menu item „Reset All Document Reference IDs".



CLEAR Lists

Table views like the Pool or Account Holder List have a separate menu to clear their content. By pressing the CLEAR LIST menu item all elements from the table are removed.



Data Validation

Entered data is continuously validated. If the data is not complete (all mandatory fields filled) or in a wrong format the warning symbol is displayed next to the affected section label.

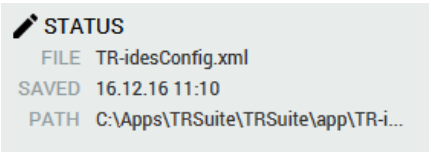


If the section is complete and correct, the green checkbox symbol is shown next to the label.



File Information

After a file is loaded or saved, the information about the file (name, last modified, absolute path) is displayed in the status pane of the detail area. The full path can be seen in the tooltip.



Default Values

Whenever an empty Country Code or Currency Code field is selected by the user, the default value as defined within the configuration tab is entered.

Address

The Address_Type allows free text input of the address for any individual or organization Included in the report (e.g., reporting FI, account holder, substantial owner). There are two available options, AddressFree or AddressFix with supplemental optional AddressFree. AddressFix should be used for all OECD reporting; however, you may select AddressFree to enter the data in a less structured format.



This data element allows free text input of the address for the individual or organization. AddressFree should only be used if the data cannot be presented in the AddressFix format and the sender cannot define the various parts of the address.

- The address shall be presented as one string of bytes, blank, slash (/) or carriage return line feed used as a delimiter between parts of the address.
- AddressFree can be used as a supplemental element after the AddresFix element and when the AdressFix format is selected for address.

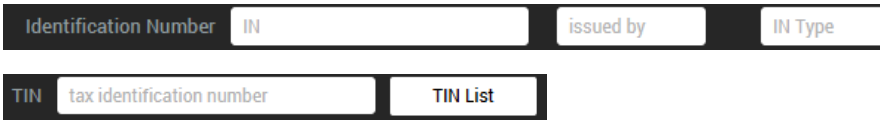
The Fix Address element allows input in fixed format for the address for the individual or organization.

- Enter the address and if additional information is needed, use the supplemental AddressFree element. In this case, the city, sub entity, and postal code information should be entered in the appropriate data elements.
- All elements are optional, except the City element which is required for schema validation.

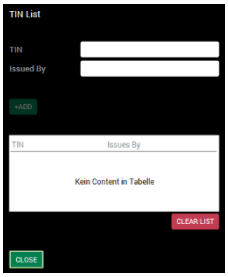


IN/TIN-List

This data element identifies the receiving tax administration Identification Number (T/IN) for the individual account holder or substantial owner and the attribute identifies the jurisdiction that issued the TIN. For FATCA reporting a blank issuedBy attribute field will be assumed to indicate the issuing jurisdiction is the United States (US). In this case, only the text field needs to be entered.



In case of different issuedBy jurisdiction or multiple IN/TINs the IN/TIN List allows input of those.



TIN Format

- Country-Specific (see configuration)

General Info Tab

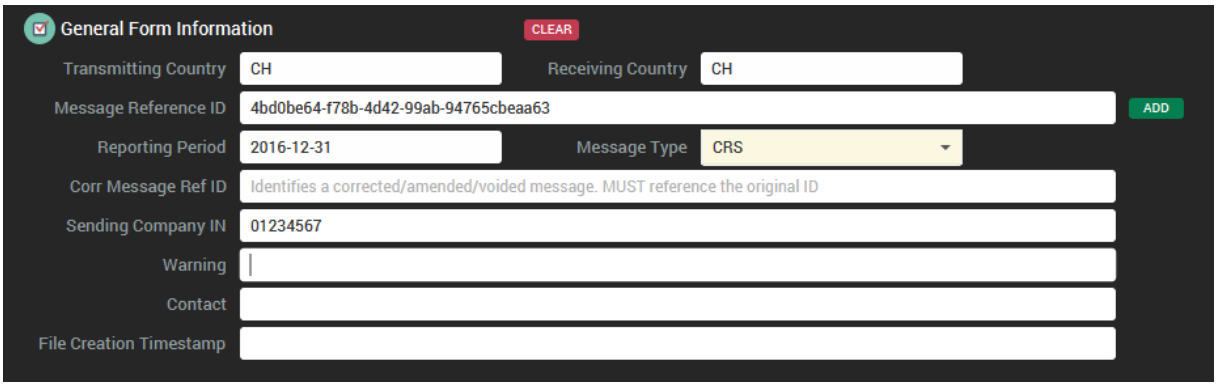
The General Form Info contains all information to identify the financial institution (FI), host country tax authority (TA or HCTA) and non-GIIN filers sending a message. It contains unique message identifiers, references corrected messages and specifies the date created, calendar year and reporting period.

As a best practice, we recommend to always start with the sending company IN of the reporting entity as specific field values like the document reference ID may derived from the IN.

Furthermore, some statistics about the current report are displayed and the data can be validated and exported.

General Form Information

Only the corrected message reference ID, warning and contact fields optional (may depend on report type and country specific business rules), all other fields are mandatory. The values are validated in real time and an indication next to the label gives immediate feedback, if the section is complete and valid.

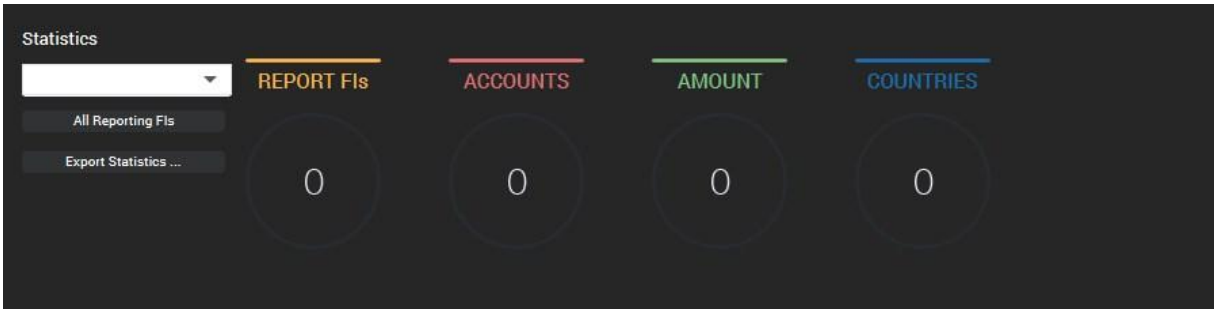


A message reference ID is automatically generated, when focusing the empty field.

The file creation timestamp cannot be modified and is generated, whenever the file is saved.

Statistics

The statistics section gives a brief overview about the number of reporting FIs, number of accounts, the sum of all account balances (ignoring different currencies) and the number of different residence country codes. The tooltip of the countries gauge shows a list of the countries.



The statistics can be exported and filtered by Reporting FI.

Validation Checks

Before exporting data, it is recommended to validate the entered values by pressing the “Validate CRS” button. Document-ReferenceID validation can be deactivated, e.g. in case of test-data.

Following validations are performed by the application:

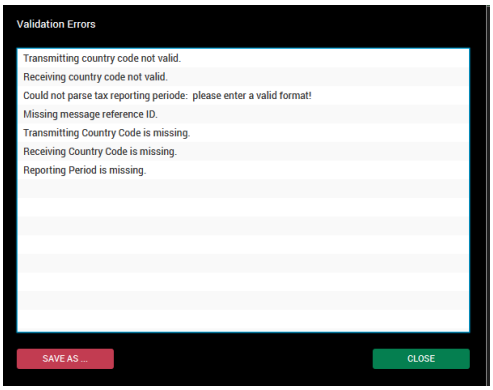
- If all mandatory fields are set, e.g. address and message reference ID
- If the reporting period format is correct
- If all mandatory fields are set, e.g. address and message reference ID
- If the entered country codes are valid
- Country specific business rules (as defined in the Configuration Tab)

Examples for country specific business rules TRSuite could check on record-level:

- Account Balance >= $0
- Account closed => amount must be set to 0
- Address validation, at minimum one type is entered and fix address contains at least City/Town field

- Country Code set for Sponsor/Intermediary
- Date of Birth format validation
- Name of reporting FI provided
- Account Holder name provided
- Account number is entered

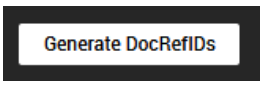
If invalid content is found, a detailed error message is displayed.



Generate Document Reference IDs

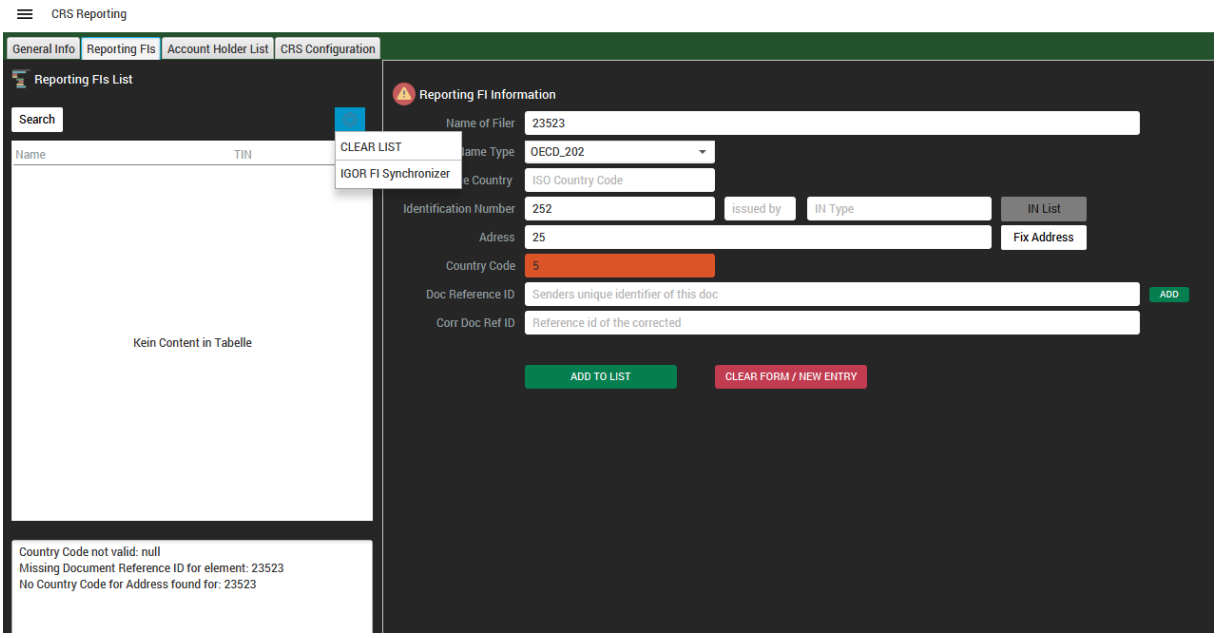
Compared to FATCA reporting the generation of a document reference ID is not always straight forward as different jurisdictions define their own rules. The rules can depend on different data, the user needs to enter, before a valid ID can be generated. E.g. reporting period, receiving country code or reporting FI IN.

Therefore, it is a good practice to 1st enter the required data and as a last step, before the validation use the provided functionality to generate all document reference IDs by pressing the “Generate DocRefIDs” button.



Reporting FIs Tab

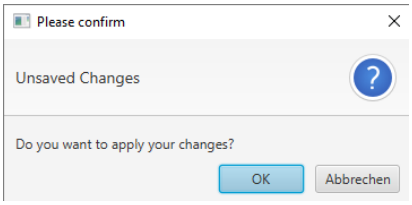
The Reporting FI Information section identifies the financial institutions that maintain the financial account, made the payments, or the direct reporting NFFE that reports its owners.



The entered values are continuously evaluated and any errors are displayed in the details area on the lower left text area.

The reporting FI can be added to the reporting FI list by pressing the now enabled “ADD TO LIST” button. Selecting the entry in the list let you change and update the reporting FI data.

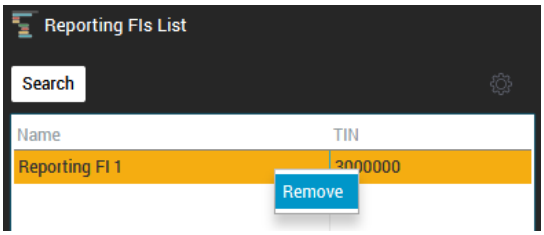
If data is changed, but not updated before selecting another entry or create a new one the following notification pops up:

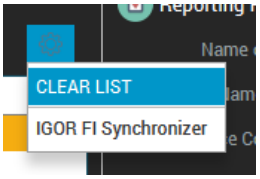


Pressing “OK” applies the changes and updates the item.

A document reference ID is automatically generated, when focusing the empty field and a valid IN is present (country specific). Pressing the “ADD” button generates a new value, if possible.

A single entry in the list can be removed or duplicated by right-clicking the according entry and selecting the remove menu option from the displayed context menu.

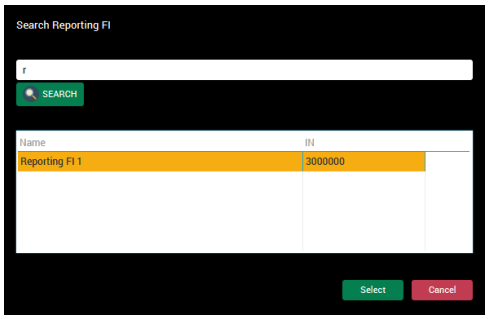




The whole list can be cleared by selecting the “CLEAR LIST” menu option.

Search Reporting FIs

Within the reporting FI tab, it is possible to search for an existing reporting FI. Pressing the “Search”-Button opens the search dialog:



- Enter the search term
- Press the “SEARCH”-Button
- Select the matching result entry and
- Press “Select” to display the reporting FI or “Cancel” to discard the search result

Following fields are taken into consideration for the search:

- IN
- Name of organization

If you require any other field, please contact: support@section11.ch

After selecting the according reporting FI from the list, the dialog can be closed. The selected entity is display within the reporting FI tab.

IGOR Reporting FI Synchronizer

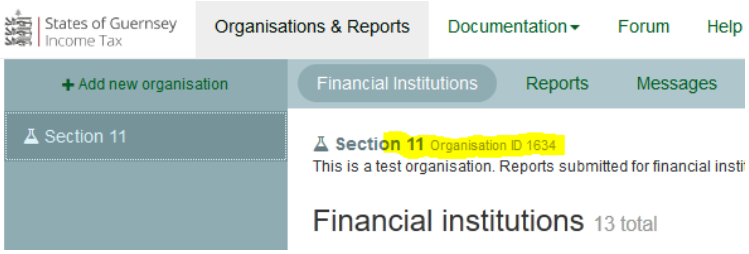
NOTE: This section is only of interest, if you are reporting to the jurisdiction of Guernsey (https://igor.gov.gg/) or Cook Island (https://crs.cookislands.gov.ck/).

The Information Gateway Online Reporter (IGOR) is a system which enables financial institutions to submit to the States of Guernsey Income Tax Office the data required under the obligations placed upon them by legislation such as the US Foreign Account Tax Compliance Act (FATCA).

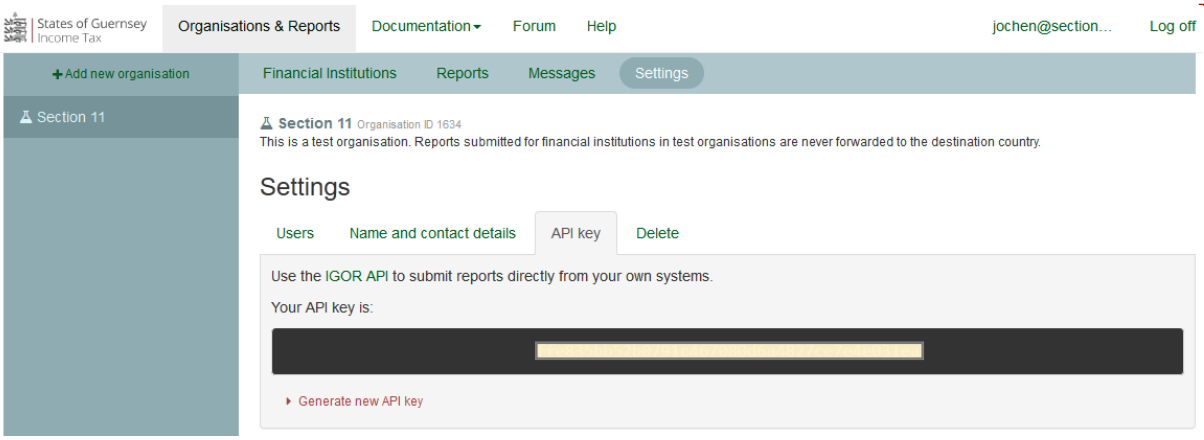
The IGOR Reporting FI Synchronizer dialog enables the user to maintain all off his reporting FIs from within the tool, based on the entered reporting FIs.

What you need

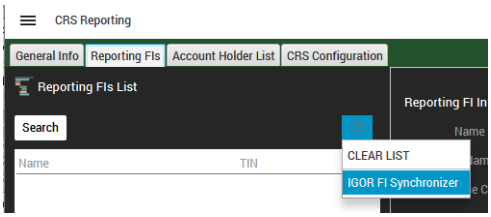
- **Your IGOR organisation ID** from the portal. Login with your account, select the organization and note the ID:



- **Your API key** - Your API key will be provided to you via the IGOR website. You will use the web portal to group your financial institutions into “organisations”, with one API key per organisation.
  You will be able to generate a new API key on demand using the website.
  Note: There is only one API key per organisation. If you choose to regenerate your API key, your API requests will not work until you’ve updated all references to your API key.

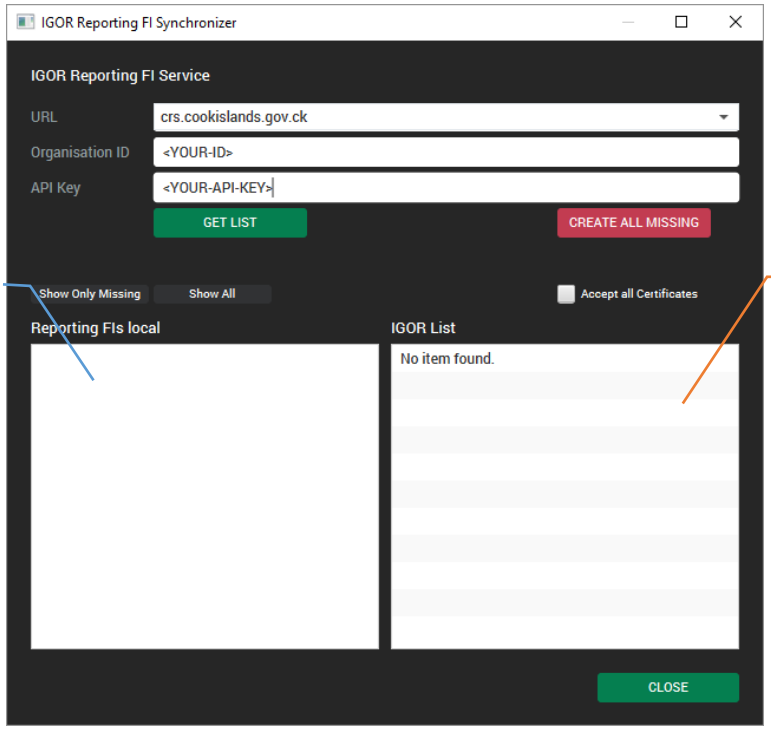


To open the IGOR Reporting FI Synchronizer dialog, select the CRS modules Reporting FIs tab and use the settings menu as shown below.



The Dialog

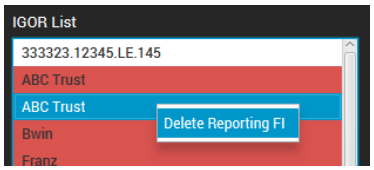
List of all reporting FIs from current CRS report



List of all registered financial institutions for your organization

To get a list of all financial institutions for your organization, enter your organization ID and API key and press the “GET LIST” button. All available FIs are added to the right list.

To delete a registered FI, simply right click the entry and select the remove menu item.



If the FI is marked red: This financial institution has made one or more report submissions or sent or received one or more messages and so cannot be deleted.

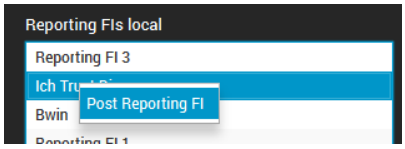


On the left side, the list displays all reporting FIs currently loaded into the CRS report. Pressing the "Show Only Missing" button filters the list to display only FIs not registered at the IGOR portal (in such a case uploading a report will fail).

Pressing the "Show All" button will reset the filter.

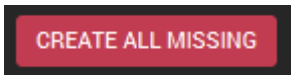
Single Registration

To register a missing financial institute, filter the list to see which ones are missing. Right-Click the entry and select the "Post Reporting FI" menu item.



Batch Registration

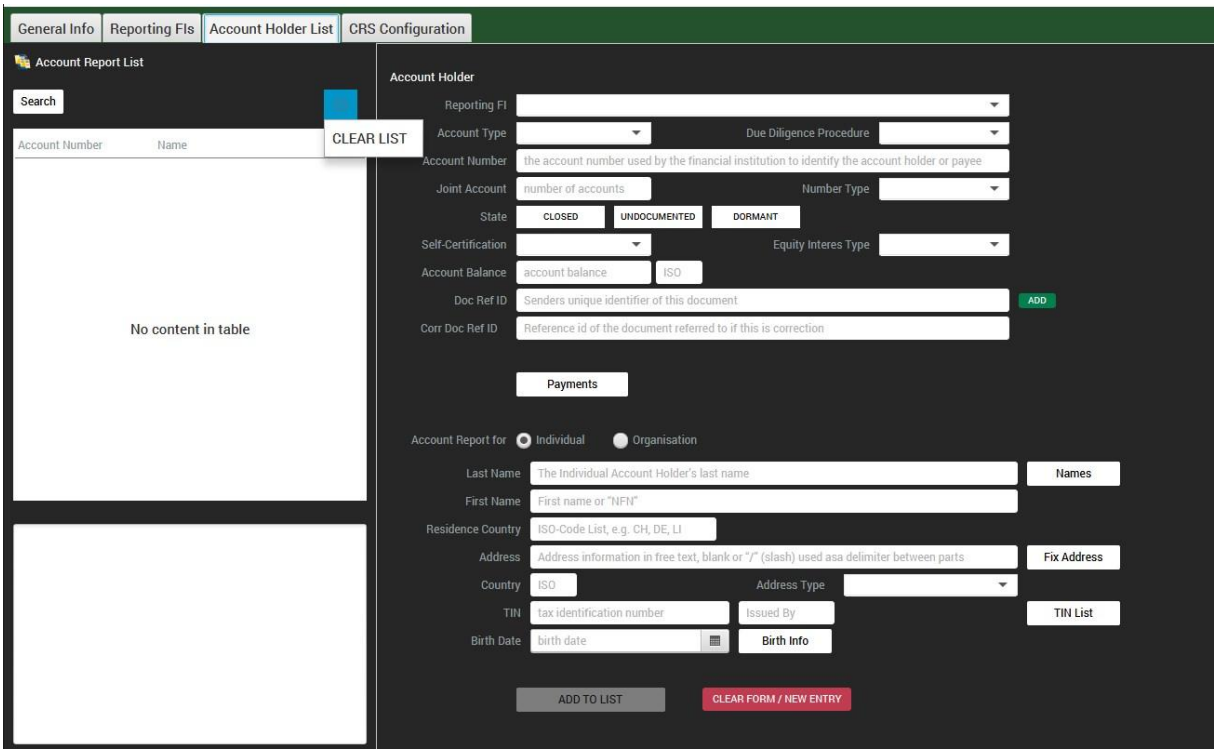
To register all missing financial institutions, press the "Create All Missing" button. After the upload the IGOR List is reloaded.



NOTE: The registration is for CRS reporting only for the current reporting period!

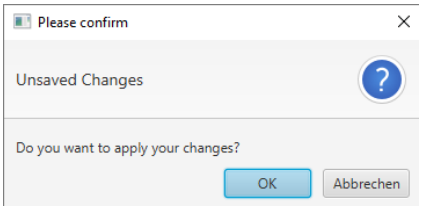
Account Holder List

The account holder list tab contains detailed information on the accounts or payments required to be reported. The account report contains the account holder, account balance and other related account information as specified in the CRS OECD schema definition.



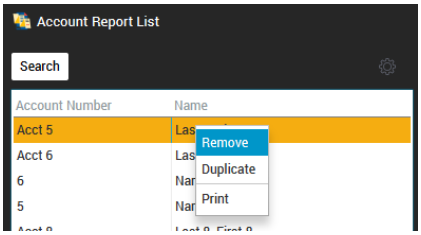
The entered values are continuously evaluated and errors are reported in the details text are on the lower left side. The account holder can be added to the account report list by pressing the now enabled “ADD TO LIST” button. Selecting the entry in the list let you change and update the account holder data.

If data is changed, but not updated before selecting another entry or create a new one the following notification pops up:

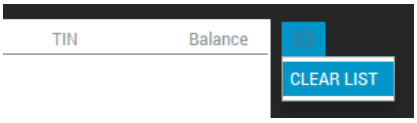


Pressing “OK” applies the changes and updates the item.

A single entry in the list can be removed, printed or duplicated by right-clicking the according entry and selecting the remove menu option from the displayed context menu.



The whole list can be cleared by selecting the “CLEAR LIST” menu option.

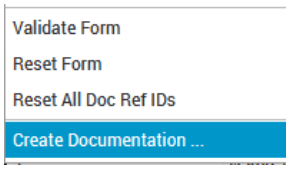


Account Fields Added in CRS 3.0

The Amended CRS adds five data elements to the account report. They are written only when the CRS version is set to 3.0 in the CRS Common Configuration. In a report taken over from version 1.0 or 2.0 they are empty and have to be completed before a 3.0 export; the validation and the XML schema both report them as missing.

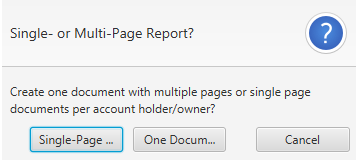
Field	Values	Required
Self-Certification	CRS901 True, CRS902 False, CRS900 Not Reported	Yes. States whether a valid self-certification was obtained from the account holder.
Due Diligence Procedure	CRS1201 New Account, CRS1202 Preexisting Account, CRS1200 Not Reported	Yes. The due diligence procedure the account was identified under.
Account Type	CRS1101 Depository Account, CRS1102 Custodial Account, CRS1103 Cash Value Insurance Contract or Annuity Contract, CRS1104 Debt or Equity Interest in Investment Entity, CRS1100 Not Reported	Yes.
Joint Account	A whole number from 1 to 200	No. The number of account holders of a joint account. Leave the field empty if the account is not held jointly.
Equity Interest Type	CRS401 Trust Settlor, CRS402 Trust Trustee, CRS403 Trust Protector, CRS404 Trust Beneficiary, CRS405 Trust Other, CRS406 Other Settlor-equivalent, CRS407 Other Trustee-equivalent, CRS408 Other Protector-equivalent, CRS409 Other Beneficiary-equivalent, CRS410 Other Other-equivalent	No, and more than one value may be reported for the same account.

Generating Account Holder Documentation



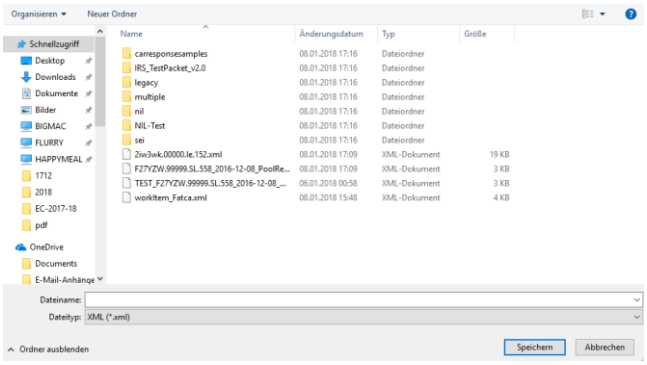
With this new feature is it possible to generate a reporting statement for the account holder in PDF.

Once you've completed your document and are ready to generate the account holder documentation, select the **"Generate Documentation"** menu item from the CRS Reporting menu.



You can either generate a single document with all account holder/owner (One Document ... option) or a single document for each (Single-Page ... option).

A 'Save' dialogue box will come up, if pressed. At the top and at the left-hand side in the list of folder options, it will show the folder where you'll be saving the document. If you wish to change this folder, navigate through the folders on the left-hand side of the dialogue box to choose the one where you want to save your document.



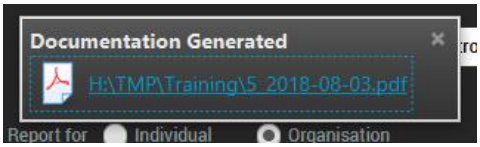
In case of the One-Document-Option type a name for your document in the 'File name' box. Come up with a name that is concise but will allow you to find the document easily again.

In case of the Single-Page-Option select a target folder from the 'Folder name' box. All generated files will be placed there. The names are generated according the following schema:

<ACCOUNT_NUMBER>_<ACCOUNT_HOLDER/OWNER_NAME>.pdf

Once you have typed in the name of your document, click **Save/Select.**

If the "Generate Documentation" check box is selected the documentation is generated after the successful export of the OECD XML report.



Individual reports can be printed by opening the context menu (right-click) of the entity in the account holder list.

Sample PDF-Report

CRS Report: CR to CH

Reporting Period: 2016-12-31
Message Reference ID: CR2016CH26DA8C16-9A2E-45EB-AC2C-00E1717D163B
Report Generated: 2018-08-03T18:17:23.338
Account Report Type: Account Holder Individual

Sending Company IN: 1234567
XML Generated: 2018-07-13T18:52:44
Contact:

Reporting Financial Institution

Name of filer		
FI 5		
Street, PO Box, Building, Suite and Floor Identifier or Free Address Type		Residence Country
		AT
City or Town	District, Country Subentity	Country, incl. postal code
City 5		AT
Identification number (Issued by)	Document Reference ID	
15	CR1234567A8F1F70A-52B7-462C-8EDD-327FBAD3DE2E	

Account Holder Information

Name of account holder or payee		Type of account holder
Last 8, First 8		Individual
Street, PO Box, Building, Suite and Floor Identifier or Free Address Type		Residence Country
		LI
City or Town	District, Country Subentity	Country, incl. postal code
City 8		LI
Identification number (Issued by)		Birth Date
111111118		
Entity type, if account holder or payee is an entity	Document Reference ID	
Individual	CR1234567539A17A2-70D8-439D-A45D-E847D13B4641	

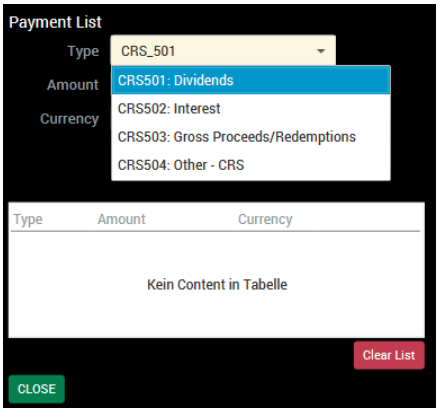
Financial Information

Account number		Account number type
Acct 8		Other
Account closed during year	Domant Account	Undocumented Account
NO	NO	NO
Account balance	Currency Code	
5'555.00	EUR	
Interest	Gross proceeds/Redemptions	
Dividends	Other	

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Payments

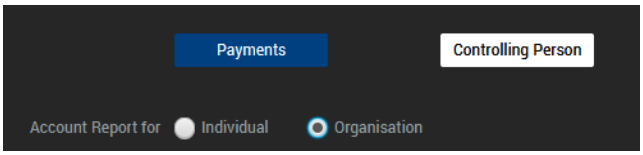
This data element provides account data on certain payments made to an account, payee, or owner. More than one payment type may be reported. The entered values are continuously evaluated and once all mandatory fields are filled with valid data, the payment data can be added to the payments list by pressing the now enabled “ADD” button. Selecting the entry in the list let you change and update the payment data.



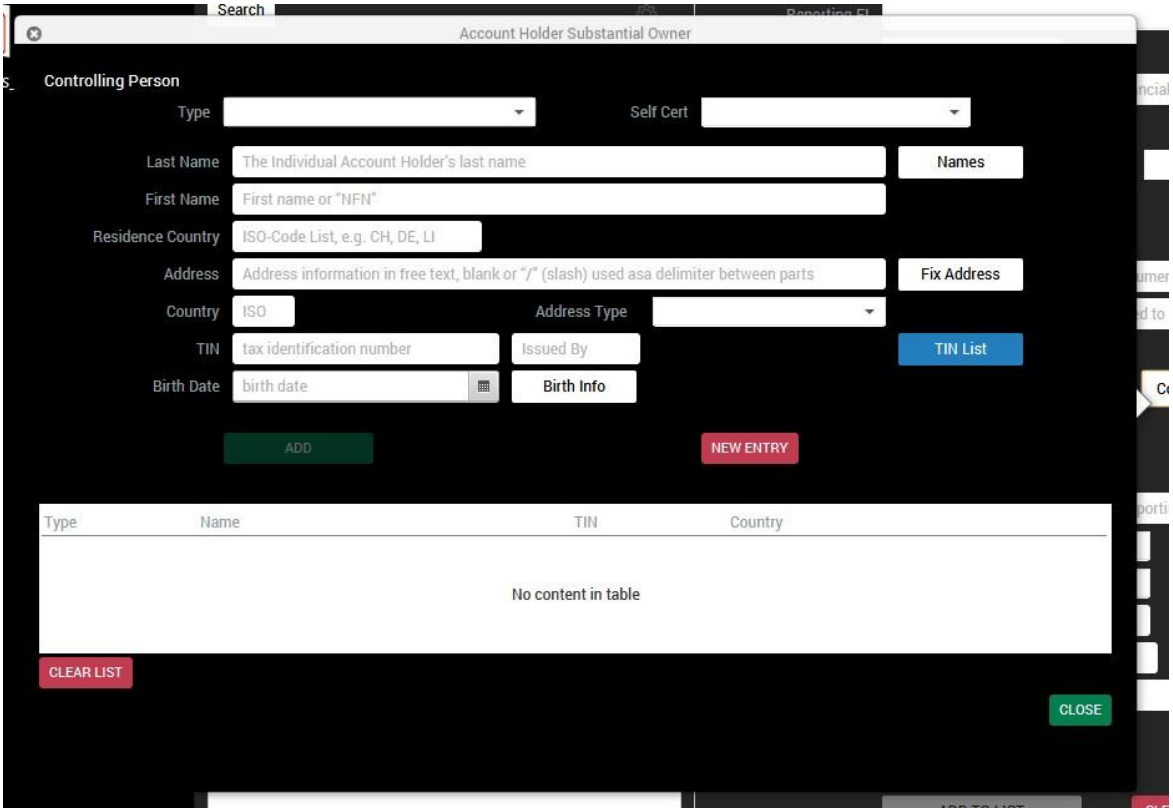
A single entry in the list can be removed by right-clicking the according entry and selecting the remove menu option from the displayed context menu. The whole list can be cleared by pressing the “CLEAR LIST” button.

Controlling Person List

Only available, if the account holder is an organization. If the account holder is an individual, the “Controlling Person” button is not visible.



This data element identifies certain owners of the account holder or payee. The entered values are continuously evaluated and once all mandatory fields are filled with valid data, the controlling person can be added to the list by pressing the now enabled “ADD” button. Selecting the entry in the list let you change and update the controlling person.



A single entry in the list can be removed by right-clicking the according entry and selecting the remove menu option from the displayed context menu. The whole list can be cleared by pressing the “CLEAR LIST” button.

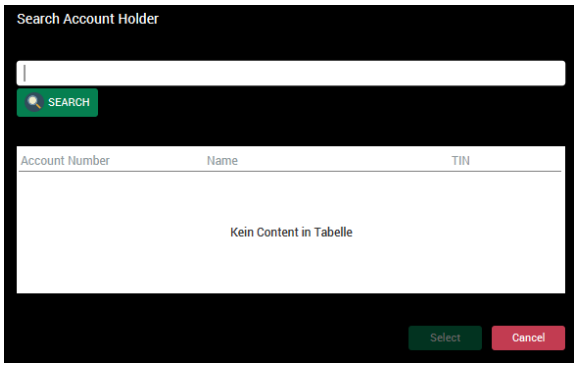
The Amended CRS changes the controlling person in two ways. A self-certification is reported for every controlling person, and the type of the controlling person is no longer a single value: the schema allows one or more types for the same person, so a person who is both a settlor and a beneficiary is reported with both.

Field	Values	Required
Self-Certification	CRS1001 True, CRS1002 False, CRS1000 Not Reported	Yes. States whether a valid self-certification was obtained from the controlling person.
Controlling Person Type	The CRS801 to CRS813 types of the standard	Yes, at least one; further types can be added to the same person.

Search Account Holder

Within the account reporting dialog, it is possible to search for an existing account holder. Pressing the “Search”-Button opens the search dialog:

- Enter the search term
- Press the “SEARCH”-Button
- Select the matching result entry and
- Press “Select” to display the accountholder or “Cancel” to discard the search result



Following fields are taken into consideration for the search:

- Account number
- Document Reference ID
- TIN
- Name, if organization
- Last Name, if individual
- First Name, if individual
- Name of organization

If you require any other field, please contact: support@section11.ch

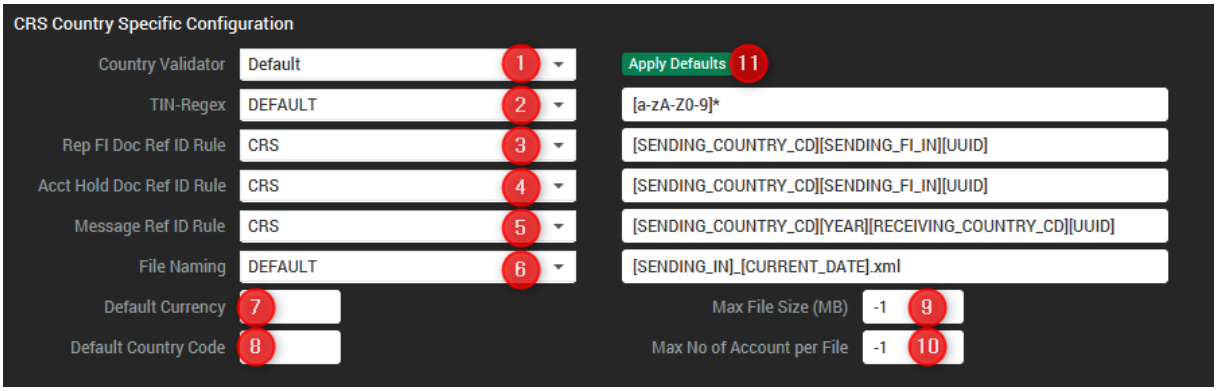
After selecting the according account holder from the list, the dialog can be closed. The selected entity is display within the account holder tab.

CRS Configuration

The CRS configuration tab allows the user to enter required information needed to generate a valid XML file following the selected (country) specific rules for validation, generating document and message reference IDs. Default values for regularly used fields can be defined. Furthermore, the spreadsheet template to be imported can be fully customized.

CRS Country Specific Configuration

As there are specific steps taken and choices made by jurisdictions in the context of implementing the OECD CRS Standard, TRSuite comes with different pre-defined configuration packages. A package covers validation rules, naming conventions, Document Reference ID or TIN format. Each package can be adapted as required using the following options:



1) Country Specific Report Validator, validates the entered data according to the specific requirements defined by a local tax authority
2) The regular expression for validating T/IN values
3) Reporting FI Document Reference ID generation rule and Documentation/Regular Expression of the selected generation rule
4) Account Holder Document Reference ID generation rule and Documentation/Regular Expression of the selected generation rule
5) Message Reference ID generation rule and Documentation/Regular Expression of the selected generation rule
6) File name generation rule/regex
7) Default Currency ISO Code, used for empty fields when focused by the user
8) Default Country ISO, used for empty fields when focused by the user
9) Maximum file size in MB (-1 = no limitation)
10) Maximum number of account holder per file (-1 = no limitation)
11) Apply button to set the default regular expressions / rules / values for the country

If a country is not listed, the default values according the OECD standard can be used (or contact support@section11.ch, if a country validator is missing).

Rules for generating Document / Message Reference IDs

Different tax authorities defining their country specific rules on how to generate valid document and message reference IDs.

For example, the German BzSt defined the following rule:

- MessageRefID = DE_<ReportingPeriod>_DE_<UniqueID>
- DocumentRefID = DE_< ReportingPeriod >_<IN>_FI_< UniqueID >

In the configuration tab the user selects the according business rule or generates a user-defined regular expression. If no value is selected a so called UUID (Universally Unique IDentifier) is generated.

If the GENERIC option is selected, a given regular expression is evaluated and a random value is generated every time a new ID is required.

For example, a valid German MessageRefID can be generated with the following expression:

DE_2016_DE_[a-z1-9]{8}-[a-z1-9]{4}-[a-z1-9]{4}-[a-z1-9]{12}

More pre-defined rules will be available in the future.

United Kingdom

HMRC's own combined CRS and FATCA XML schema is not supported by TRSuite, and support for it is not planned. HMRC accepts that schema only for reports made up to 31 December 2026. From 1 January 2027 all XML submissions to HMRC have to use the OECD amended CRS XML schema (CRS XML 3.0) or the IRS FATCA XML schema, also for reports and corrections that relate to earlier calendar years, and CRS and FATCA are reported separately.

TRSuite covers both parts: the CRS module writes OECD CRS XML 3.0, and the country validator "United Kingdom" checks the HMRC rules on the schema version, the ISO-8859-1 character set and the transitional "not reported" codes by reporting year; FATCA reports are written by the FATCA module in the IRS FATCA XML schema. Please check https://www.gov.uk/guidance/how-to-report-automatic-exchange-of-information for the current HMRC requirements before you file.

Excel Template Configuration

With version 19.02 of the provided excel templates it is not required to configure the template before the import. The solution recognizes the used template and uses the internal configuration for the data mapping. **It is highly recommended to leave the file empty.**



The "Generate Empty Template" button enables the user to generate an empty excel template based on the selected configuration sheet. This is typically used, to verify the template, if you customize the configuration sheet.

The customization is described in more detail later in the loading and importing data chapter.

CRS Common Configuration

Default values for the sending company IN, a default working directory and, if the reporting FI data should be stored and reloaded next time the user starts TRSuite.



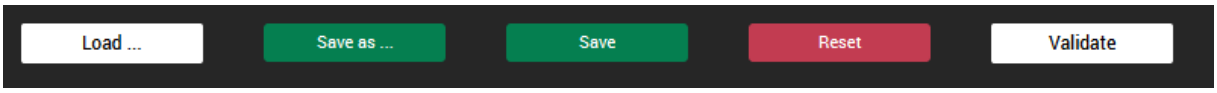
1) OECD CRS XML version: 2.0 and 3.0 are supported for export; 1.0, 2.0 and 3.0 can be imported
2) Identification Number of the reporting financial institution
3) The default working directory, where all generated artifacts are stored.
4) Path to a HCTA public key, if required by your home country tax authority, e.g. for signing the XML payload

The OECD has published the Amended CRS with the XML schema version 3.0. Since release 26.02 TRSuite implements the schema and validates the reports against it. The new mandatory elements are Self-Certification (account holder and controlling person), Account Type, Due-Diligence Procedure, Equity Interest Type and Joint Account; a controlling person may carry more than one type.

To select the format, the user configures the CRS version in the CRS Common Configuration section of the CRS module. After setting the version to 3.0 all exports are done with the new schema version. Reports taken over from 1.0 or 2.0 have the new mandatory fields empty; they must be completed before a 3.0 export. Export in version 1.0 is no longer offered.

Loading OECD XML documents is possible for all three versions. TRSuite detects the required version and loads the document accordingly. The provided excel templates support both versions.

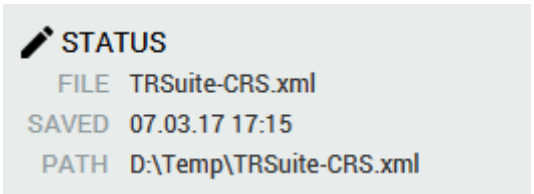
Configuration Button Bar



- **"Load"** You can open existing configuration files by pressing the Load-Button. In the dialog box browse to select a document and click "Open" to load the document.
- **"Save as ..."** Saves the current configuration in a different location, or with a different file name or file type. Opens a file chooser dialog to let you browse to the location where you want to save the document.
- "**Save**" Saves the current configuration to the last selected file or default location. The data is stored within an XML-File and automatically available the next time you start the program. If there are unsaved changes the save-button is colored green.
- "**Reset**" loads the last saved configuration and overwrites all unsaved changes.
- By pressing the "**Validate**"-Button the tool loads the given keys, validates the entered data and shows the result of the validation within a popup window.

File Information

After a configuration is loaded or saved, the information about the file (name, last modified, absolute path) is displayed in the status pane of the detail area. The full path can be seen in the tooltip.



NIL Report

A NIL Report specifies that a financial institute has no accounts to report. In order to generate an empty report, fill the required data elements into the General Form Info Tab and the data for the reporting financial institute. After the data is entered and validated, select the “NIL Report …” menu.

A ‘Save’ dialogue box will come up. At the top and at the left-hand side in the list of folder options, it will show the folder where you’ll be saving the document. If you wish to change this folder, navigate through the folders on the left-hand side of the dialogue box to choose the one where you want to save your document.

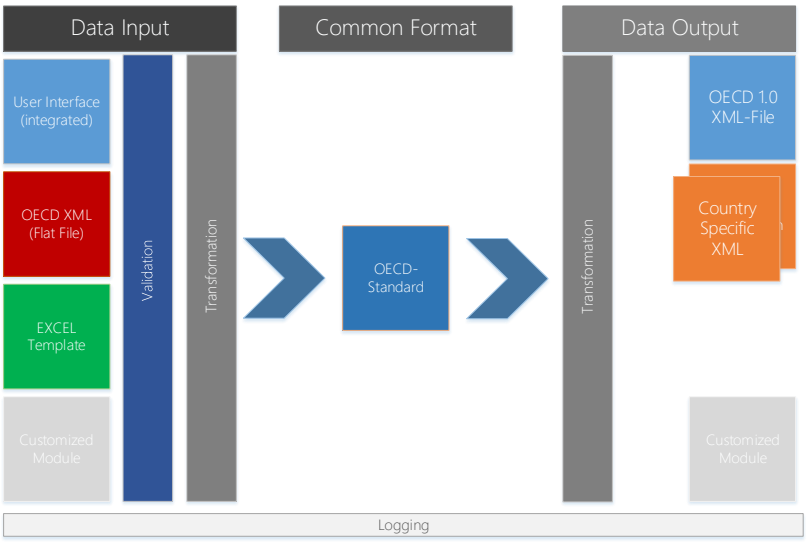
TRSuite will automatically give your document a name, based on the “Sending Company IN” field and the current date. If you don’t like the one given, once you have chosen the destination folder, type a name for your document in the ‘File name’ box. Come up with a name that is concise but will allow you to find the document easily again.

Once you have typed in the name of your document, click **Save**.

Loading and Importing Data

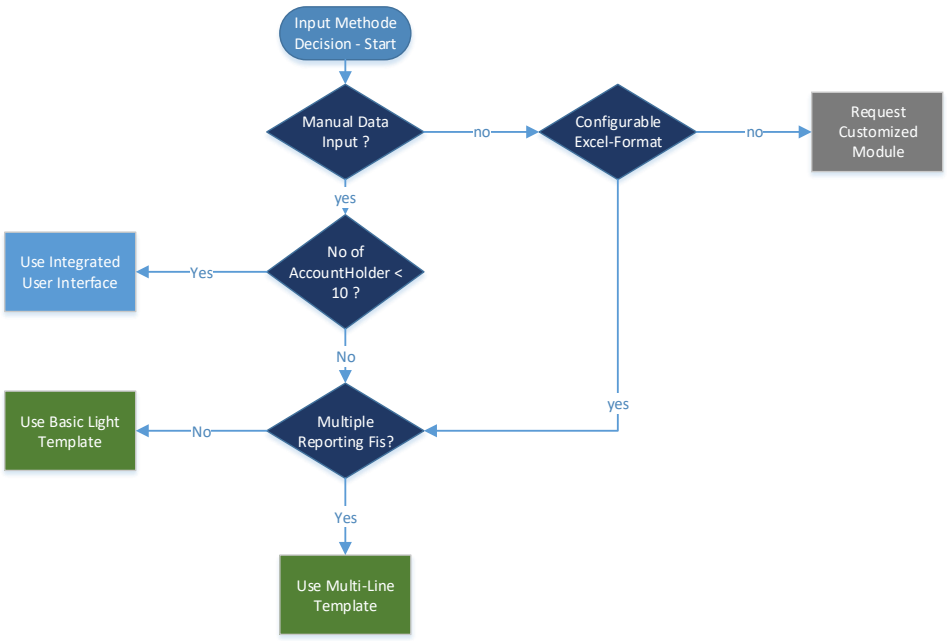
TRSuite supports different methods to import/add data to generate an OECD XML 3.0 compliant file:

- Use the provided Excel templates
- Generate and configure your own Excel template
- Input the data interactively over the User Interface
- OECD XML 1.0, 2.0 and 3.0 files
- Request a customized importer fitting your company needs (csv, xml, ...)



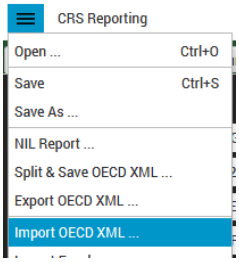
Once the data is entered, TRSuite transforms the data into an OECD 3.0 XML file (2.0 can be selected in the CRS configuration). Additional modules are available to generate country specific reporting formats, such as Austria, Hong Kong, Luxembourg.

The following workflow should guide you, what import method to choose.



Import OECD XML File

The “Import OECD XML ...” option of the CRS menu allows the user to load existing CRS OECD reports. Existing data in the module is cleared.



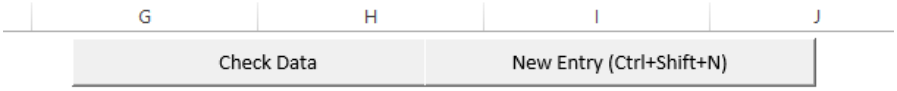
Choosing the load option opens a file selection dialog and a valid CRS OECD XML file of version 1.0, 2.0 or 3.0 can be selected for import. The version is detected automatically and the report is migrated to the internal 3.0 model.

Excel Import

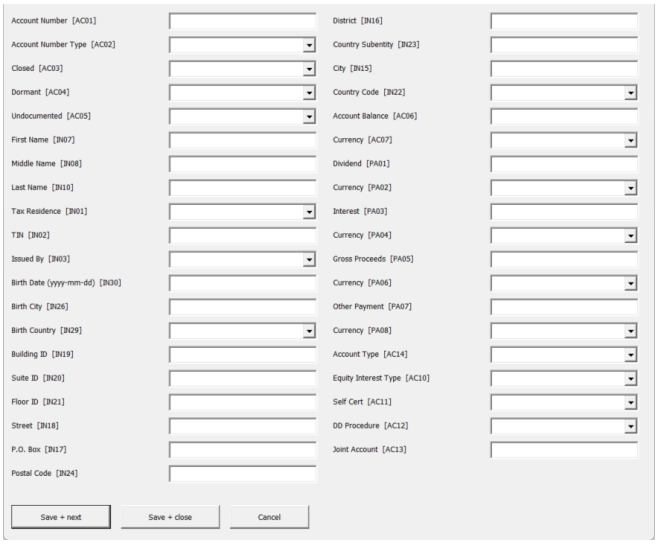
The most commonly used function to load data into TRSuite is to use the provided or a customized Excel template. The following chapter describes the required configuration and import process.

Data Entry and Validation in the Template

Since version 26.01 the delivered workbooks contain macros that help you to fill them in correctly before the import. Excel blocks macros in a file downloaded from the internet, so confirm the security prompt when you open the workbook for the first time; without it the two buttons described below do nothing.



"New Entry" - also on the keyboard as Ctrl+Shift+N - opens an entry form for the list sheet you are on. The form is not a fixed mask: it is built when you open it, from the field identifiers and the column headings of that sheet, so it always matches the workbook you are working in. Coded fields are offered as drop-down lists, which spares you looking codes up. "Save" writes the entry into the first free row of the sheet.



"Check Data" examines the entered data against the rules of the schema. Findings are marked orange in the cell, and the reason is written into the "Check Result" column at the end of the row; a message box reports how many were found. Running the check again clears the previous findings first, so the sheet never accumulates old marks. The following is examined:

- Mandatory fields on the General sheet and on both list sheets

- The CRS 3.0 fields - self-certification, due diligence procedure and account type - in the workbooks that contain them
- Code values: account number type, account holder type, controlling person type and the country and currency codes
- Amounts: not negative and with at most two decimal places, as the schema requires
- Dates, either as a real date or as text in the form YYYY-MM-DD
- Maximum field lengths
- Payments: type, amount and currency belong together and are checked as a set
- Controlling persons: an entry is either complete or absent, never half filled
- Document reference IDs: if one row carries one, every row has to; a corrected document reference ID is required for a correction or deletion and has to be empty otherwise

One set of macros serves all workbooks of the family. Which rules apply is decided by the workbook itself: a rule that belongs to a field the workbook does not contain switches itself off. You can therefore use the same handling in the basic template, in the variant with document reference IDs, in the correction variant and in the workbook for several reporting financial institutions.

The check is a help before the import, not a replacement for it. TRSuite validates the report again after the import, against the schema and against the rules of the selected jurisdiction, and only that result decides whether the report can be filed.

CRS Excel-Template Configuration for Customized Templates

HINT: This is not needed for our templates provided, only for non-standard templates customized by the user!

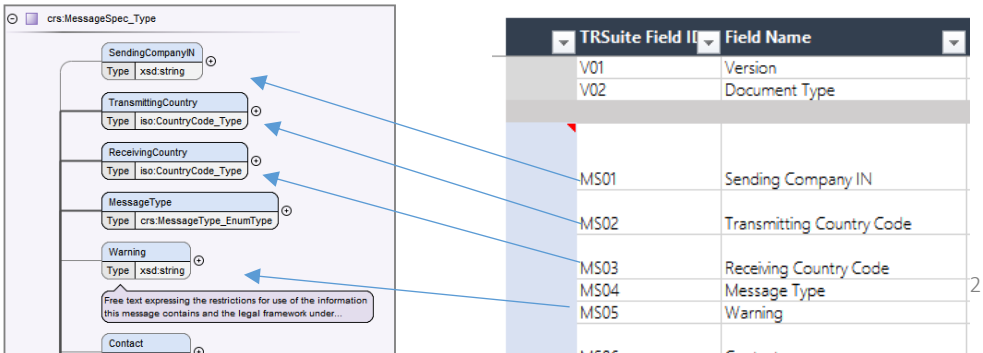
Before an excel template can be imported the application needs to know how to map the spreadsheet data to the OECD format. This can be achieved by loading a so-called data dictionary and selecting the right configuration sheet for your purpose.



A standard data dictionary and two templates are delivered with the product.

NOTE: If no configuration file is configured, TRSuite assumes the legacy template delivered with version 1704.

Each possible CRS entity has its TRSuite Field ID. This is the key used to map data from the excel sheet to the XML format. The following example show the mapping of the MessageSpec_Type element.



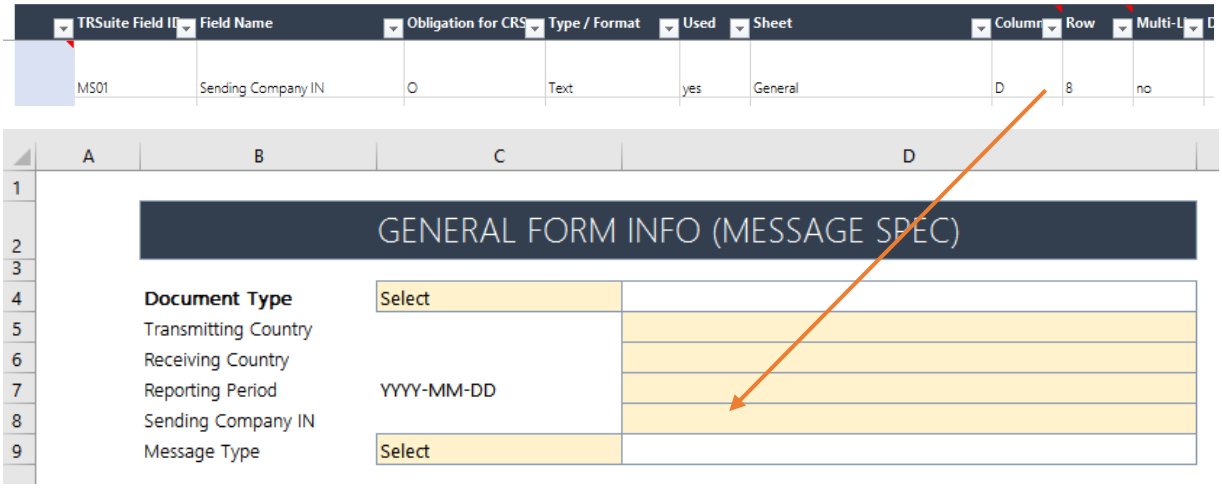
The relevant columns next to the ID are:



Used	Sheet	Column	Row	Multi-L
yes	General	D	5	no
yes	General	D	2	no

- Used:
  - yes->the field is loaded during the import
  - no->the field is ignored
- Sheet: data sheet holding the value
- Column: Column of the data field
- Row: Row of the data field (in case of a multi-line field this is the 1st row)
- Multi-Line:
  - no->this is a single data entry
  - yes->this field occurs multiple times

Example 1: Single Field Sending Company IN from the 1706 Basic Light template:

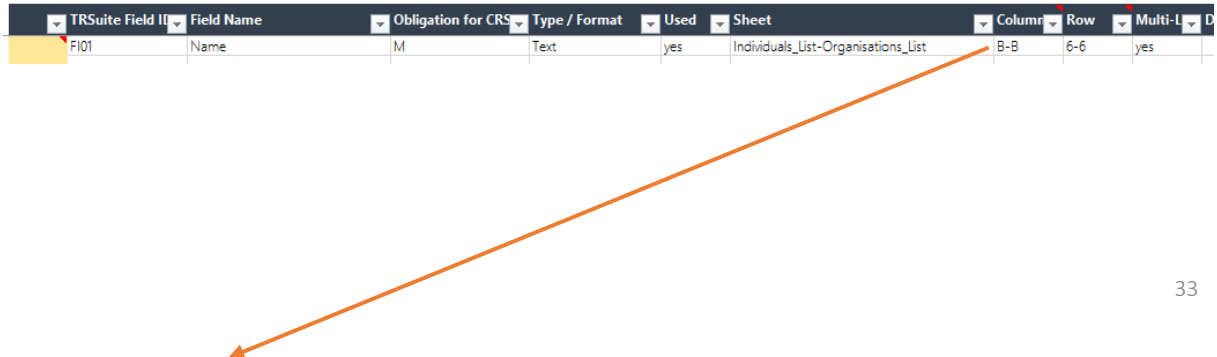


TRSuite Field ID	Field Name	Obligation for CRS	Type / Format	Used	Sheet	Column	Row	Multi-L
MS01	Sending Company IN	O	Text	yes	General	D	8	no

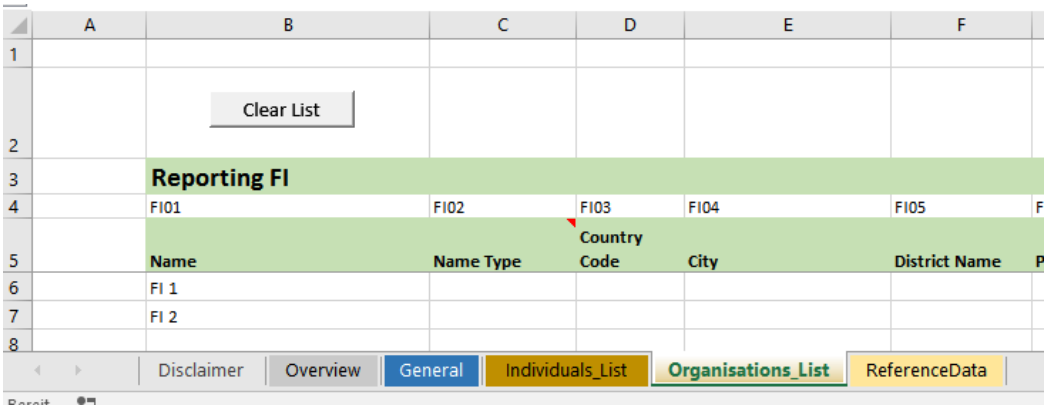
	A	B	C	D
1				
2		GENERAL FORM INFO (MESSAGE SPEC)		
3				
4		**Document Type**	Select	
5		Transmitting Country		
6		Receiving Country		
7		Reporting Period	YYYY-MM-DD	
8		Sending Company IN		
9		Message Type	Select	

Example 2: Multi-Line, Multi-Sheet field Reporting FI Name

This field is located in two sheets. In this case the Sheet/Column and Row cell holds multiple values using the minus character as separator.



TRSuite Field ID	Field Name	Obligation for CRS	Type / Format	Used	Sheet	Column	Row	Multi-L
FI01	Name	M	Text	yes	Individuals_List-Organisations_List	B-B	6-6	yes



Import XLSM to generate OECS CRS XML

The "Import Excel ..." option of the CRS menu allows the user to load data from our provided excel templates. Any existing data in the module is cleared.

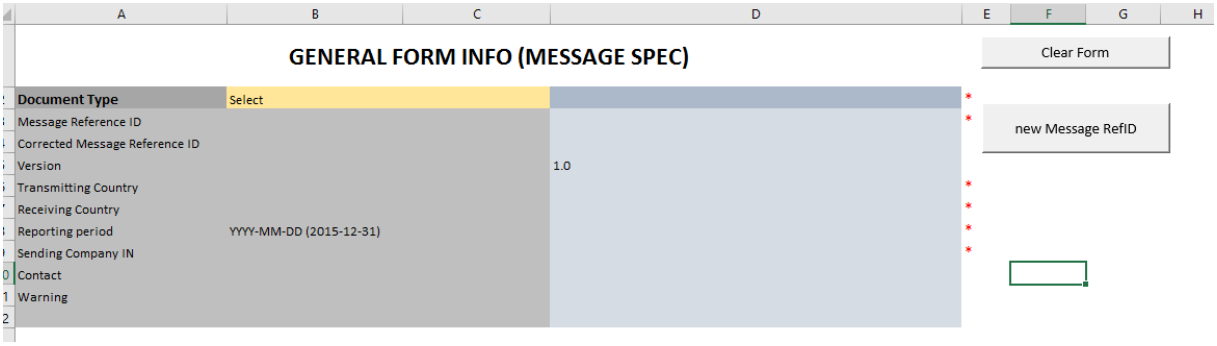
Selecting the load option opens a file chooser dialog, enabling the user to select a filled excel file. The file it is then analyzed and all available data is displayed in the CRS main area. Errors or warnings are displayed in the details area and a dialog.

The provided Excel template is available for download at:
https://www.trsuite.ch/downloads.htmlhttp://www.section11.ch/downloads.html

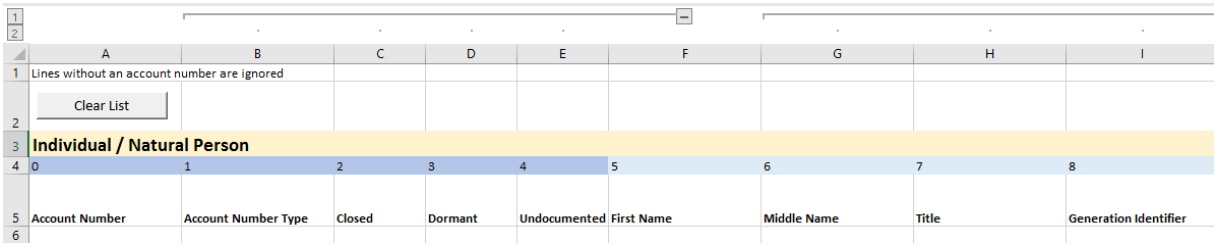
Extract the zip file to a local directory an extract the content. The file contains 6 different sheets to enter the required data:

Sheet	Description
Disclaimer	Disclaimer and Copyright Information
Overview	Short description of the document
General	General Information: Message and Filer Information
Individuals_List	Individual Account Holders (multiple individual accounts entry)
Organisations_List	Organizational Account Holders (multiple entity accounts entry)
Reference Data	List of values used in drop-down lists (for your reference only)

General

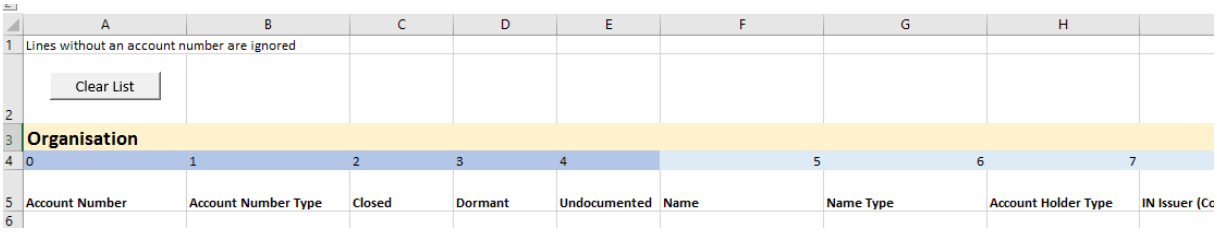


Individuals List



	A	B	C	D	E	F	G	H	I
1	Lines without an account number are ignored								
2	Clear List								
3	**Individual / Natural Person**								
4	0	1	2	3	4	5	6	7	8
5	Account Number	Account Number Type	Closed	Dormant	Undocumented	First Name	Middle Name	Title	Generation Identifier
6									

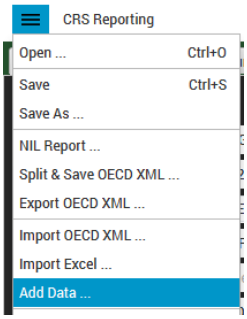
Organizations (non-natural persons) List



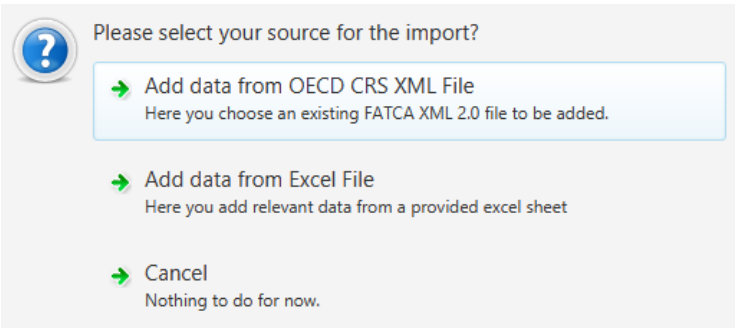
	A	B	C	D	E	F	G	H	
1	Lines without an account number are ignored								
2	Clear List								
3	**Organisation**								
4	0	1	2	3	4	5	6	7	
5	Account Number	Account Number Type	Closed	Dormant	Undocumented	Name	Name Type	Account Holder Type	IN Issuer (Cc
6									

Add data to current report

The “Add …” option of the CRS menu allows the user to concatenate account reports from different XML- or XLSM-sources. Existing data in the CRS module is **NOT** cleared.



Selecting the add option opens the following selection dialog:

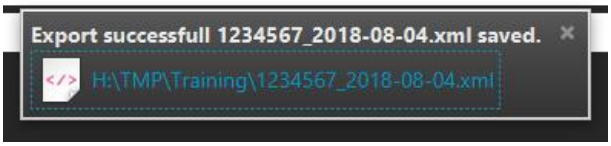


A file chooser opens, enabling the user to select a filled excel or XML-file. The file it is then analyzed and all available account- and reporting FI data is added to the existing data. Errors or warnings are displayed in the details area and a dialog.

Exporting OECD XML

To save a new OECD XML report, select either “Export OECD XML …” from the CRS Reporting Menu at the top left corner of the module interface or the button on the bottom right corner.

This launches the Export New OECD Report Dialog where you can enter a name and choose a location to store the XML file. After saving, the XML file is validated against the OECD XML schema definition of the configured version (2.0 or 3.0). A link notification is shown, allowing the user to open the file with the system's default application for XML files.



Any error is shown in the details area.

Country specific formats

Some tax administrations require a delivery format of their own around the OECD report, or a preparation step before the report is filed. The functions for those are grouped in the Country menu of the CRS module and are described below. They are not the same thing as the country specific configuration described earlier in this guide: that one covers the validation rules and the reference ID formats and is available for far more jurisdictions than have a delivery format of their own. Austria, Canada, Hong Kong, Luxembourg, Macau and Malaysia have their own modules and their own part of the User's Manual. Uruguay has a module of its own as well; its guide is not part of this release.

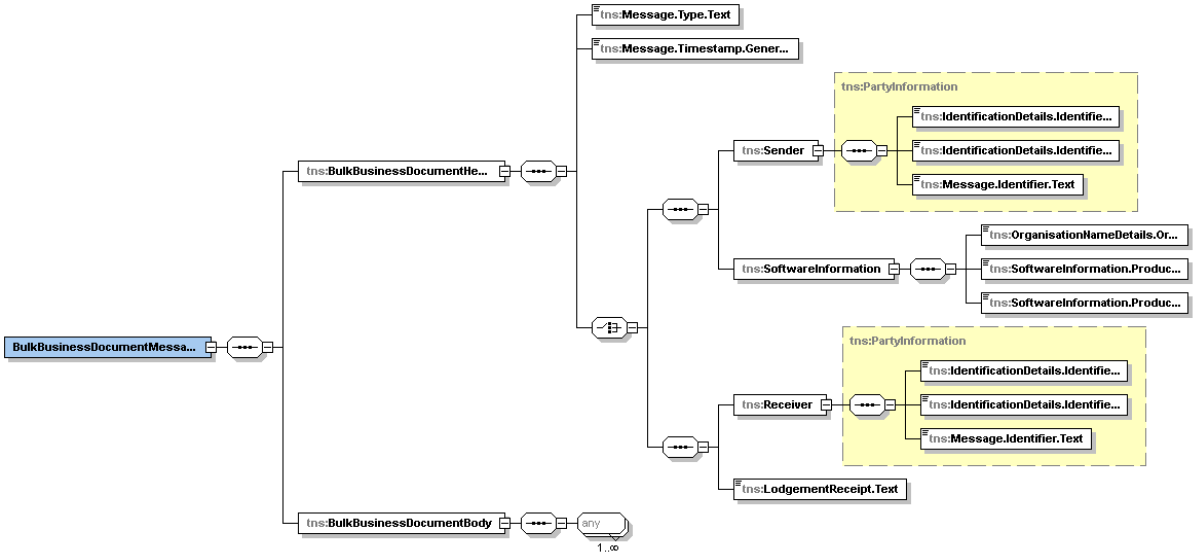
Australia



To reduce compliance costs and leverage existing systems and processes, Australia has adopted the OECD's CRS XML Schema v3.0 as the domestic reporting format for the CRS, but defined additional requirements for XML Schema files to enable compatibility with the existing reporting systems.

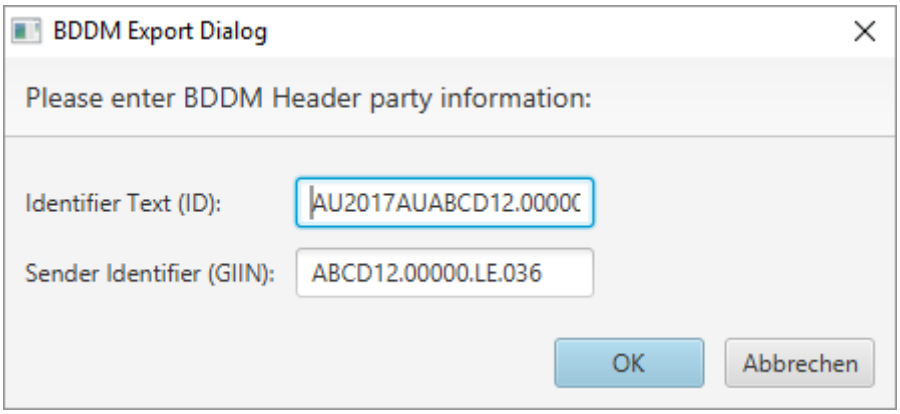
Two further entries of the Australia menu work from a CSV file instead of the data in the module: "Convert CSV to Single XML ..." turns a CSV export into one OECD XML file, and "Generate AU BBDM from CSV ..." produces the wrapped BDDM file directly from the CSV.

CRS files must contain the appropriate wrapper header for lodgment via Bulk Data Exchange (BDE) and Standard Business Reporting (SBR) channels.

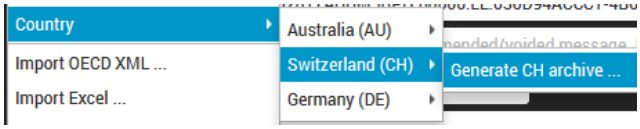


Source : https://softwaredevelopers.ato.gov.au/CRS

Additional data elements not already part of the OECD report is requested from the user during the export of the BDDM XML file.



Switzerland



Um eine AIA-Meldung in ESTV SuisseTax hochzuladen oder per M2M zu übermitteln, muss die CRS-XML-Datei komprimiert und verschlüsselt werden. Wird der Menü-Eintrag zum CH-Export gewählt, werden die folgenden Schritte durchgeführt und eine entsprechende ZIP-Datei erstellt:

Process Description	Result (Filename)
1. Komprimieren der CRS-XML-Datei • Die CRS-XML-Datei muss „CRS_Payload.xml“ genannt werden • Erstellen einer Zip-Datei mit Inhalt "CRS_Payload.xml"	CRS_Payload.zip
2. Verschlüsseln der komprimierten Datei mittels AES-256 verschlüsselt • Erzeugen eines AES-256 Schlüssels • Cipher mode: CBC • Initialization Vector (IV): 16 byte IV • Key size: 256 bits/32 bytes • Encoding: None • Padding: PKCS#5	CRS_Payload
3. Verschlüsseln des AES Schlüssels und IV-Parameters mit dem Public Key aus dem AIA-Zertifikat • AES Schlüssel und Initialization Vector (IV) werden vor der Verschlüsselung zusammengesetzt (48 bytes total - 32 byte AES Schlüssel und 16 byte IV) • Verschlüsseln dieser 48 bytes: Algorithmus: RSA, Padding: PKCS#1 v1.5	CRS_KEY
4. Übertragungspaket erstellen • Erstellen eines Zips mit folgendem Inhalt ○ "CRS_Payload" (Datei aus Schritt 2) ○ "CRS_KEY" (Datei aus Schritt 3)	Zip-Datei mit beliebigem Dateinamen und Endung .zip

Germany

Germany has no national reporting format of its own. The report is the plain OECD CRS XML file: select the country validator "Germany" in the CRS configuration and create the file with "Export OECD XML ...". Upload it through the mass data upload (Massendaten-Upload) of the BZSt online portal, which takes the file as it is, without a DIP envelope. The automated DIP interface of the BZSt requires the DIP envelope (dip:dip) around the report and is not supported by TRSuite.

Earlier releases offered an export for the BZSt mass data interface ELMA at this place. The BZSt no longer accepts CRS submissions through ELMA since the end of November 2025, and the export has been removed.

Schema version: until 31 December 2026 the BZSt accepts productive submissions only in CRS XML 2.0, from 1 January 2027 only in CRS XML 3.0. For a submission before the end of 2026 set the "CRS OECD Version" in the CRS Common Configuration to 2.0. Before that date the validator reports a file in version 3.0 as a note, from 1 January 2027 a file in any other version than 3.0 as an error.

The validator "Germany" applies the BZSt record description for CRS XML 3.0 (Federal Ministry of Finance, 14 January 2026) and the content rules of part 4 of the BZSt CRS communication manual, among them: the 13-digit tax number (ELSTER format) as IN of the reporting financial institution, the reporting year in the MessageRefId and in the DocRefIds, a reporting period that ends on 31 December, one CrsBody per file, at most 20,000 account reports and a file size of at most 100 MB.

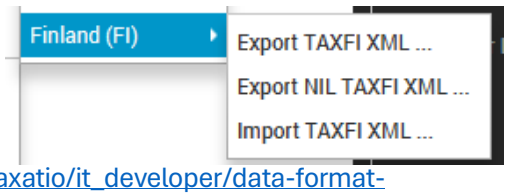
Cancellation (Stornolieferung)

The BZSt accepts a cancellation delivery (Stornolieferung, CRS communication manual part 4, section 2.6). It withdraws one or more accepted initial or nil deliveries of the same reporting year as a whole. To create one:

1. Load the original delivery, for example with "Import OECD XML ...".
2. On the General Info tab set the Message Type to CRS702 and enter the MessageRefId of the cancelled delivery in "Corr Message Ref ID".
3. On the Reporting FIs tab set the document type of the reporting financial institution to OECD0; its DocRefId stays the one of the cancelled delivery.
4. Save the cancellation with "NIL Report ...". The file contains the reporting financial institution only, without account reports.

The validator checks the format and the reporting year of the Corr Message Ref ID and reports account reports in a cancellation as an error. Whether the cancelled delivery was accepted, has not been cancelled before and has no later correction can only be checked by the BZSt; a note in the validation result lists these conditions.

Finland



The Finnish Tax Administration has adopted the OECD's CRS XML Schema v2.0 as the domestic reporting format for the CRS, but defined additional requirements for XML Schema files to enable compatibility with the existing reporting systems. See https://www.vero.fi/en/About-us/information_and_material_on_taxatio/it_developer/data-format-specifications/annual_information_returns__instruction/ for further information.

As the Finish format is not the same as the OECD XML standard you need to use the country specific import and/or export functionality.

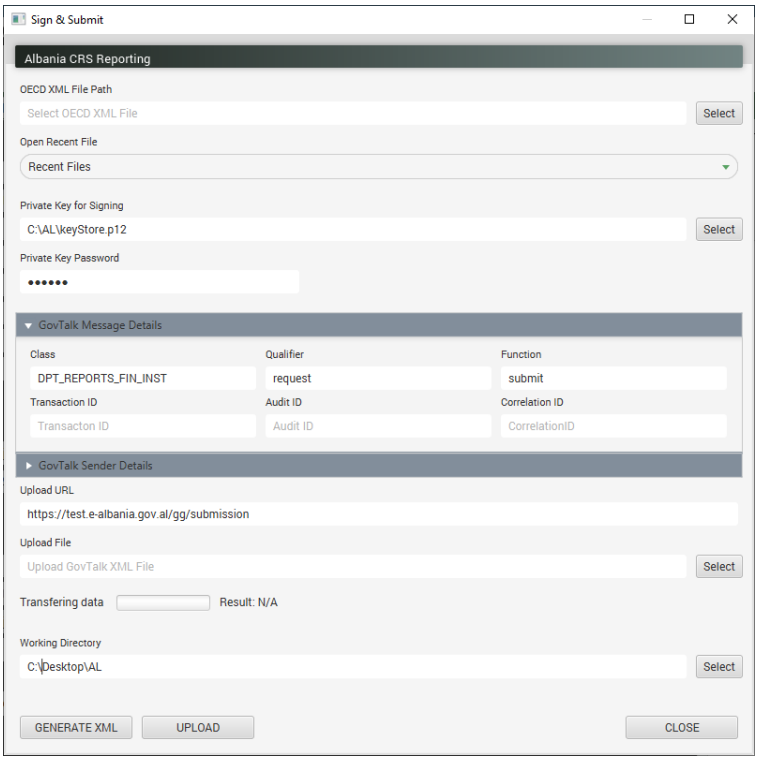
Albania

Version 20.11 now supports CRS reporting for Albania. This covers a specific country validator, the XML signing, the generation of the required GovTalk XML-File and the HTTP post request to send the data to the local tax authority.



Workflow:

- Generate default OECD CRS XML using TRSuite with AL country validator
- Select the file as input for the “Sign & Submit” dialog
- Configure Private Key, Working Directory and GovTalk-Details
- "Generate XML" -> Upload File prefilled with the generated file
- Configure Target-URL
- "Upload" generated GovTalk XML file
- Verify response: stored in the Working Directory: GovTalkResponse_<YYYMMDDHHmm>.xml



China

China defines its own CNCRS format. "Export CNCRS XML ..." writes the current report in that format, and "Import CNCRS XML ..." reads a CNCRS file back into the CRS module, so an existing report can be corrected and written out again.

Ireland
The Irish Revenue rejects reports that contain characters their systems cannot process. "Replace Invalid Chars ..." opens a dialog that lists the characters found in the current report together with a replacement for each. Enter the replacements, press REPLACE, and the report is cleaned before it is exported. The pairs are yours to define, so the same list can be used for any other administration with the same restriction.

FATCA-CRS (FCXML 2.2)
Some administrations collect FATCA and CRS in one combined file. "Export FCXML 2.2 ..." writes the current CRS report in that combined format and validates it against the FCXML 2.2 schema.

Appendix

Export control information

This distribution includes cryptographic software. The country in which you currently reside may have restrictions on the import, possession, use, and/or re-export to another country, of encryption software. BEFORE using any encryption software, please check your country's laws, regulations and policies concerning the import, possession, or use, and re-export of encryption software, to see if this is permitted. See http://www.wassenaar.org/ for more information.

TRSuite uses the Java Cryptography Architecture (JCA) and the Bouncy Castle libraries for handling de-/encryption.