

**InfoCamere
IT Consortium
of the
Italian Chambers of Commerce
www.infocamere.it**

October 2011



Index

About us	3
Company Profile	4
Business Register	5
IC Network - The InfoCamere geographical network	6
InfoCamere statistics	7
Overview of the technical infrastructure	8
Principal subsidiaries and associated companies	9
InfoCamere's services for the Chambers of Commerce	11
The Companies' Portal: www.registroimprese.it	12
What you can find on www.registroimprese.it	13
What you can send via www.registroimprese.it	18
The Single Communications for the business start-up	20
The One-Stop Shop for production activities	21
Mediation	23
The on-line transmission process	24
XBRL, the new format for balance sheets	26
Environment and Agriculture	28
Overseas Trade and Business Grants	29
Market Regulation	30
Qualifying Rolls and Registers	31
Technological Services	32
Administrative Services	32
Business Register for Public Administration	34
On-line consulting and analysis services	35
Provision of mass data and system integration	42
Statistic Services	45
in.balance – analysis of corporate financial statements	46
StockView – start-ups and closures of Italian businesses	46
Movimprese - Changes in the dataset of Italian companies	46
Cruscotto statistical indicators	46





About us

- Company profile
- Business Register
- IC Network - The InfoCamere geographical network
- InfoCamere statistics
- Summary of technical equipment
- Principal subsidiaries and associated companies



Company Profile

InfoCamere provides an excellent structure for the management and dissemination of information held by the Chamber system, of which it is an integral part.

InfoCamere has developed and manages the national system of data transmission connecting the 105 Chambers of Commerce and their 300 branch offices via a high speed, high security network.

Through its continued commitment to technological innovation and services, InfoCamere seeks to strengthen the role of the Chamber System as a driving force for local economic growth and improved efficiency in the way public administrative bodies deal with businesses.

InfoCamere ensures constant updating of the Chambers of Commerces' IT and data transmission infrastructure and provides innovative technological solutions to carry out their institutional and managerial functions in the best possible manner. Some examples of such solutions relate to the keeping of business Rolls and Registers, administrative services, expertise in the fields of environment and agriculture, foreign trade and support services to small enterprises in developing their businesses.

Above all it is dedicated to ensuring the optimal management of the data held by the Chambers, most notably data from the Business Register.

From the www.registroimprese.it portal you can access the information contained in the main databases of the Chambers of Commerce and tools for practical data transmission, including the Single Communications tool for the business start-up, which is also recognised by the Revenue Agency, INPS, INAIL and Craft Register (Albo Artigiani).

It has realized the technological infrastructure that guarantees the proper functioning of the The One-stop Shop for production activities (SUAP), and in particular in the creation of the portal "www.impresainungiorno.gov.it" on behalf of the Chambers of Commerce.

InfoCamere is also the national certifying Authority issuing digital certificates for tachograph cards.

The Company allows Public Administrations to access the Business Register data free-of-charge, as established by art. 50 of the CAD (Digital Administration Code), except those relating to electronic procurement and value added services.

The InfoCamere Company Management System is ISO 9001 compliant, having initially been certified in 1997 (ISO 9001:1994), subsequently approved for Vision 2000 (ISO 9001:2000) and finally extended to the latest version (ISO 9001:2008) in March 2009.

The certification was issued by IMQ SpA, and refers to activity EA 33,35. InfoCamere disposes of a voluntary system for the management of health and safety in the workplace (pursuant to UNI-INAIL guidelines) as required by art. 30 of Legislative Decree 81/2008. It has also defined its own organisational model for administrative responsibility (Legislative Decree 231/01) and the related Code of Ethics.

The Chamber data bases are available through the Distributors, who are professional operators that have signed a distribution agreement with InfoCamere and who are professional distributors that are active in the commercial information and credit recovery market, providing official documents and extracting basic data to be combined with information originating from other sources. The Business Register is one of the main sources of economic and commercial data used to produce informative reports that help businesses and business professionals assess the reliability of customers and suppliers.

Full information concerning InfoCamere can be found on www.infocamere.it.

Business Register

One of the most important achievements of InfoCamere has been the electronic version Registro delle Imprese, an economic registry and legal disclosure instrument for businesses. It was established in computerised format from its inception in 1993, and this distinctive feature made it completely unique across Europe.

The Business Register is completely virtual, using digital signatures, certified Email account and storage technologies to replace paper. InfoCamere supports the Chambers of Commerce in their fight against financial crime, mainly with the support of the Business Register and the ri.visual and ri.build services. Furthermore, the Business Register allows monitoring of one or more companies in order to identify any irregularities to be communicated to legal authorities.

The volume of data indicates the importance of the Register: 10 million individuals are listed (entrepreneurs, shareholders, directors, auditors and managers), and there are more than 6 million registered businesses; 900,000 financial statements are submitted annually, as are 7 million protests, over 1 million trademarks and over 1/2 million patents.

IC Network - The InfoCamere geographical network

Transmission of data is the key factor in the entire filing and distribution process of the information contained in the Chambers' files, particularly the Business Register.

InfoCamere ensures the smooth operation of the Chambers of Commerce via an advanced data centre, based on open environments, adopting the best technologies on the market today in the field of virtualisation, systems hardware, storage systems, control systems and software.

The architecture of the network was built by InfoCamere to meet dual requirements for the storage and retrieval of data both locally and nationally, by creating a central repository that allows users efficient and timely on-line access, at the same time ensuring an up-to-date copy of the local archives that is also secure in the event of any data loss.

To fulfil the requirements of Disaster Recovery architecture, in addition to the InfoCamere EDP centre at Padua, there is also another InfoCamere EDP centre in Milan. All Chambers of Commerce are therefore connected to both centres and, in the event that the Padua EDP centre is unavailable, it will always be possible to quickly access the databases held in the Milan centre.

At the Padua production centre, a monitoring system controls the efficient operation of the service at any given moment, notes the occurrence of incidents using appropriate diagnostic tools, enables the necessary specialist assistance and provides on line operational support.

InfoCamere statistics

Average staff	498 (*)
Revenue	99,5 million Euro (*)
Investment in technology	9,7 million Euro (*)
Share capital	17,7 million Euro
Headquarters	Via G.B. Morgagni, 30H 00161 Rome Tel: 06/442851 Fax: 06/44285255
Operational and Administrative Offices	Corso Stati Uniti, 14 35127 Padua Tel: 049/8288111 Fax: 049/8288406
Website	www.infocamere.it
(*) 2010 accounts data	

Overview of the technical infrastructure

N. OF SERVERS & PROCESSING POWER	INSTALLED SYSTEMS	PHYSICAL SERVERS	VIRTUAL SERVERS
		1050	400
3300 CORE			
LINUX & WINDOWS SERVERS	LINUX/UNIX	WINDOWS	
	800	250	
MAIN MEMORY CAPACITY	8200 GB		
CENTRAL STORAGE	850 TB		
IC RETE – INFOCAMERE NETWORK (QUANTITY/SPEED)	<p>InfoCamere Padua:</p> <ul style="list-style-type: none"> • 6 GigabitEthernet lines and 1 FastEthernet line dedicated to the national network with the Italian Chambers of Commerce and InfoCamere offices. • 1 Gb Ethernet line to the Internet • 2 Gb Ethernet cables to InfoCamere Milan <p>InfoCamere Milan:</p> <ul style="list-style-type: none"> • 4 GigabitEthernet lines dedicated to the national network with the Chambers of Commerce and InfoCamere offices. • 1 Gb Ethernet line to the Internet • 2 Gb Ethernet lines to InfoCamere Padua <p>InfoCamere Rome:</p> <ul style="list-style-type: none"> • 1 1 Gbps fibre optics line • 1 1100 Mbps fibre optics line <p>Chambers of Commerce:</p> <ul style="list-style-type: none"> • Chamber of Milan connected through GigabitEthernet • 75 Chambers with fibre optics lines of 30 or 100 Mbps • 29 Chambers with 8 Mbps lines • all the Chambers have a second 8 to 100 Mbps line provided by a different operator <p>Other connections</p> <ul style="list-style-type: none"> • 10 entities belonging to the Chamber System with Lines from 2 to 10 Mbps • 5 InfoCamere associates with lines from 2 to 20 MbpS 		
LINKED WORKSTATIONS	10,000		
DAILY LOAD (transactions/day)	Front-End systems: 9,5 million transaction per day Back-End systems: 11,3 transactions per day		

Principal subsidiaries and associated companies

IC Service

IC Service is the company that controls and manages Contact Management on behalf of InfoCamere, forming the front-end for professionals, businesses and public administrations by providing information, updates and technical support on products and services related to the electronic dialogue between the user and Chambers of Commerce. Through its two offices in Rome and Padua, IC Service offers its own contribution to the plan to simplify bureaucratic procedures in the relationship between business and the public sector, ensuring constant assistance with the dissemination of technical, procedural and regulatory requirements. IC Service uses prepared and professional resources, operating through the convergence of voice and web channels.

Registered Office: Via Stanislao Cannizzaro 51 - 00156 – ROMA - Fax 06/4065539

Local unit: Corso Stati Uniti 14 - 35127 - PADUA - Fax 049/8089707

VAT No.: 03394990281 - www.icservice.it

IC Technology

IC Technology, which has offices in Padua and Bari, operates in the IT sector, providing consultancy and software development services. The company has created and intends to maintain a close team of IT professionals who provide products and services that are constantly updated and geared towards their specific market: Chambers of Commerce, Public Administration and private enterprise.

Corso Stati Uniti 14 – 35127 Padua – Tel. 049.8288004 – Fax 049.8288406

Via Angelo Bertolini, 37/C – 70125 Bari – Tel. 080.5968611 – Fax 080.5968601

VAT number: 03363590286 – www.ictechnology.it

IC Outsourcing

IC Outsourcing provides services for the Chamber System involving the preparation, handling and management of the storage and movement of paper files, as well as their dumping, retention and filing using OCR techniques.

It has facilities for the provision of data acquisition and processing, management of real estate assets, including via logistical, operational and administrative office management, representative branch offices and studies.

Further information can be found on the website www.icoutsourcing.it.

Corso Stati Uniti 14 – 35127 Padua – Tel. 049 8288111 – Fax 049 8288406

VAT number: 04117630287 - www.icoutsourcing.it

Ecocerved

Ecocerved is a consortium of which 37% is owned by InfoCamere and the remainder by the National and Regional Association of Italian Chambers of Commerce. It is the technical and organisational arm of the Chamber of Commerce system for the creation of databases and services in the environmental field. In recent years, Ecocerved has been involved in consultancy and IT system development with local authorities, especially at a regional level, with regional environmental bodies and with large companies

Via E. Zago 2 Torre B – 40128 Bologna – Tel. 051 6316700 – Fax 051 6316715

VAT number: 03991350376 - www.ecocerved.it

JobCamere

JobCamere offers the Chamber System a supply of professional manpower, on a permanent or fixed-term basis. It attempts to bridge the gap between demand and supply in the labour market. It searches for and selects staff according to the specific needs of the organisation concerned. It supports professional relocation in the labour market, the organisation and management of training courses, along with research, studies and analysis into this market.

Corso Stati Uniti 14 – 35127 Padua – Tel. 049 8288111 – Fax 049 8288406

VAT number: 04117630287 - www.jobcamere.it



InfoCamere's services for the Chambers of Commerce

- The Companies' Portal: www.registroimprese.it
- The Single Communications for the business start-up
- The One-stop Shop for production activities
- Mediation
- The on-line transmission process
- National Services Card
- Environment and Agriculture
- Overseas Trade and Business Grants
- Market Regulation
- Qualifying Rolls and Registers
- Technological Services
- Administrative Services



The Companies' Portal: www.registroimprese.it

www.registroimprese.it is the portal through which all national electronic data services provided by the Chambers of Commerce can be accessed and through which publicly available details for more than 6 million businesses can be consulted. Established by InfoCamere in order to make the entire corpus of information contained in the main databases of the Chambers of Commerce available to everyone, the new Internet portal also enables many electronic files to be sent to the Chambers, including the Single Communication tool for the business start-up (recognised also by the Revenue Office, INPS, INAIL and Trades Register (Albo Artigiani).

The site also allows access to the Protests, Patent and Trademark databases and the European Business Register (EBR), which holds information on around 18 million businesses in 26 European countries.

By using www.registroimprese.it, therefore, you can obtain information on all the companies listed in the Business Register (name, legal form, address of registered office, type of activity) and request further details or specific documents (financial statements, articles of association, information on partners, administrators, date of establishment and share capital, tax code, company bodies, powers of attorney, etc.).

To make the service easier to use, the www.registroimprese.it portal offers instant information on a specific company (search of standard or past records, financial statements, articles of association) without the need to register for the service (a procedure which, however, is easy and quick to complete). In addition to the information in text format, you can also obtain a visual graphic representation of the data requested, or to monitor a whole set of selected companies, through an e-mail alert of all the changes occurring during their "lifespan" (appointment of new company directors, changes in shareholdings, opening of bankruptcy proceedings, filing of financial statements and, more generally, all the changes that are made publicly available in the Business Register).

Finally, it is possible to obtain lists of selected companies according to various research parameters which can be combined (geographic localization, legal status, business sector), to search for companies (according to products and services marketed), and to display these companies within area maps of Italy.

What you can find on www.registroimprese.it

The search methods on www.registroimprese.it are designed to efficiently meet the requests for information of the users. It is possible to obtain simple information, such as the name of a company, its address or name of the owner, but also complex data, such as the financial statements, the articles of association, standard search records (containing currently valid legal information) and past search records (stating the company events from its establishment to this day). Information may also be easily obtained on individuals, their positions and their shareholdings.

If information is required on an individual, the following documents can be obtained:

- **Personal Data File** with a list of companies in which the individual holds a position and the type of position held;
- **Company Data File** that details the businesses in which the individual owns shares and the percentage of shares owned.

In the case of a search for an individual company, in addition to the traditional search, you can choose the summarised Data Prospectuses, which vary according to the legal status of the business, for more targeted searches and to acquire the desired information.

For **Companies with Share Capital** the following Data Prospectuses are available:

- Registered articles
- Capital and financial instruments
- Financial statements
- Dissolution, insolvency procedures, write-offs
- Partners and owners of shares or stocks
- History of share transfers (only for s.r.l. - limited companies)
- Stakes held in other companies
- Administrators
- Auditors, members of supervisory boards
- Holders of other titles and duties
- Controlling companies/bodies
- Company transfers, mergers, splits and takeovers
- Business, registers and rolls
- Headquarters and local branches
- Investigative proceedings

- Change history

For **Partnerships**, the following Prospectuses may be requested:

- Information from shareholder agreements, registered shareholder agreements
- Information on assets
- Dissolution, insolvency procedures, write-offs
- Partners and holders of duties or titles
- Controlling companies/bodies
- Stakes held in other companies
- Company transfers, mergers, splits and takeovers
- Business, registers and rolls
- Headquarters and local branches
- Investigative proceedings
- Change history.

For both Joint Stock Companies and Partnerships, it is also possible to request a "Company Prospectus", containing all the information and documentation (articles of association, shareholders' agreements, financial statements) available in the Business Register.

For **Sole Traders**, the following Prospectuses may be requested:

- Ordinary search
- Past records
- Investigative proceedings
- Shares of ownership in other companies
- Search of Albo Artigiani (Register of Craftsmen)

The information is available in two formats

- a non-modifiable PDF file; documents can be managed in a special download section
- HTML file which can be opened in your browser, with information that can be accessed via a series of hypertext links (to blocks or sections and related information, and so on).

ri.visual

This service is provided in addition to the traditional search system in text format of the Business Register, offering the possibility to view the

same data by means of a graphic display which allows the relations between individuals and companies to be seen at a glance.

The Business Register data are displayed by means of icons showing the companies and individuals and lines to illustrate their relationship.

Starting from a search of the businesses (based on the name, tax identification number or REA number), or a people search (using full name or tax identification number) you can access all the information on the businesses or people you are looking for in graphical form.

For businesses you can see information about the people (directors, auditors, other office holders), the stockholders and owners of shares or the shareholdings or the local units. In addition to the graphical representations you can request other documents such as search records, in text format, to acquire all the detailed information.

With regard to individuals, you can display information relating to investments or positions held, as well as information in text format such as a list of shareholdings and a list of positions held. On the basis of the search made, the system constructs a graphic page which contains and integrates information required from time to time, thus creating a complete portrayal of the information requested in the search. You can interrupt the visual navigation at any time and save the image and restart the search later, or share them with other offices, simply by sending it via e-mail.

ri.build

This service makes it possible to check periodically and automatically whether or not any changes have been submitted or entered in the Business Register for a group of companies of interest; it also dispatches the official document containing the updated information. The list of businesses can be updated at any time by adding new ones or deleting those which are no longer of interest.

You can decide which event or group of events to check for each company: for instance if the administrators have changed, or if the company shares have been varied or if the financial statements have been filed. Once the event has been verified, **ri.build** will automatically send out the search result (visura) of the Business Register or the updated financial statements on a weekly basis.

Following an identification search (by name, tax identification number or REA) it is possible to identify and enter the company of interest into a list that forms the basis of the checklist.

Depending on the change, ri.build makes the document certifying the change available (e.g., Standard or Past search result, the most recent financial statements or the list of Directors): upon request, the notification and the document can also be sent by e-mail.

The list of businesses can be changed at any time by adding new ones or deleting those deemed no longer of interest.

The main advantage of ri.build is the speed with which any changes in the businesses included on the list are notified, thus simplifying the task for those who, for professional reasons or in performing institutional mandates, must stay abreast of events that change, for example, the set of suppliers, business partners, or companies involved in procedures for the awarding of public contracts.

ri.map

This service makes it possible to select lists of companies according to various search parameters, to make certain general details available and lastly to view the geographic location of the companies on a map according to the most common standards used on the internet.

Selection may be made either by geographic location or according to economic factors, such as the business activity, classification of turnover or capital, size class (number of employees) and other parameters.

Through **ri.map** you can obtain a list of "addresses" with the name and full address of all the companies which meet the indicated selection parameters, or an "extended" list which adds other economic information, such as the tax ID code, VAT registration number, business activity, size class of share capital and other parameters.

Trademarks and Patents

The Chambers of Commerce receive applications for patents, designs and trade marks, which are subsequently forwarded to the Italian Patent and Trademark Office (UIBM) of the Ministry for Economic Development. Data may be sent to the chamber either as hard copy or electronically, while the data forwarded to the UIBM by the Chambers of Commerce is sent exclusively on-line. The available system enables management of one's own database, whilst allowing queries to be sent electronically from anywhere in Italy.

EBR – European Business Register

The EBR is a network of business registers kept by the Business Registers of 26 countries: Austria, Belgium, Denmark, Estonia, Finland, France, Germany, Great Britain, Greece, Guernsey, Ireland, Italy, Jersey, Latvia, Lithuania, Luxembourg, Macedonia, Holland, Norway, Czech Republic, Serbia, Slovakia, Slovenia, Spain, Sweden and Ukraine.

The EBR offers a unified service providing real time access to data and official documents distributed individually in each European country in accordance with the agreed procedures.

The service guarantees all market participants easy access to legal and economic information on European businesses via the profile query and standard reporting created by EBR.

The available data prospectuses are:

- **Company Data File:** This is the standard profile, containing personal, legal and administrative information on companies. This data file is populated in real time from the EBR system using official data, but does not match the official national tables (such as the “search result” in Italy).
- **List of Office Holders:** this is a list of the legal or natural persons who administer a company
- **Deeds and Financial Statements:** these are deeds of establishment (including articles of association) and/or financial statements that have been registered. These documents are generally provided in their original language.
- **Personal Data File:** this is the standard profile which groups together data regarding a single person (date of birth, address, tax ID code) and the list of positions held by the latter in one or more companies. This list allows you to navigate, via hypertext links, through the latest information on each company in which the person holds a position.

The experience of recent years has shown how responsive the service is to the needs of those involved in cross-border electronic commerce, due diligence services and management of checks on the reliability of suppliers and customers. Banks, financial institutions and international law offices are among the main users of the service.

EBR is actually one of the success stories of EU-wide real interconnection and communication between government agencies and publicly regulated organisations. Based on this experience other projects aimed at expanding the cooperation and interoperable nature of European registers are being

developed, such as the service monitoring foreign branches (Branch Disclosure Service), the central index of European companies (Central Names Index) and the creation of a unique European company identifier (REID - Registered Entity Identifier).

Protests

As a result of Decree No. 316/2000 the Ministry of Trade and Industry entrusts the Chambers of Commerce with the implementation, maintenance and publication of the electronic Register of Protests, thereby ensuring the completeness, coherence and timeliness of information on protests of bills of exchange throughout the country.

All stages of the process, from transmission of data to its subsequent management, are automated by the system set up by InfoCamere on behalf of the Chambers of Commerce. The collection, compilation and submission of protests lodged with the Chamber is carried out almost completely on-line, ensuring that the process of supplying data for the national record archive is prompt and secure. For this purpose, the officials responsible for collection (town clerks, notaries, Bank of Italy clearing houses), have special software to use on the internet.

The information held on the electronic Register of Protests is kept for five years from the date of registration and can be obtained either from the Chambers of Commerce or by consulting the databases available on www.registroimprese.it. Query functions enable the data to be viewed nationally. At the request of the interested parties, the Chamber of Commerce releases documentation of the protests lodged in real time, thus ensuring highly certain and transparent information for assessing the reliability of a company or a person.

What you can send via www.registroimprese.it

The portal www.registroimprese.it allows files addressed to the Chambers of Commerce to be completed and transmitted online, as well as the transmission of some files addressed to some other Bodies. The company or

broker may check the progress of said files and manage - online - any requests received from the offices of the Chamber of Commerce for integration of said documents.

Amongst the files managed by the portal, the **Single Communication for Business Start-Ups**, which complies with the legal obligations required by Companies Register of the Chambers of Commerce, INPS, INAIL and the Revenue Office, is of particular importance. In addition, in the Regions in which it is provided for by the law, the Single Communication may be used to send files also to the Register of Craft Enterprises. By sending the Single Communication to a single addressee, in other words to the Chamber of Commerce, the information for which the latter is responsible is automatically transmitted to the respective Bodies: each of the latter will send its own receipt and the result of the procedure to the party concerned. The Single Communication is, therefore, the ideal instrument for entering, modifying or terminating a business activity.

The Single Communication also allows transmission of SCIA files (certified declaration of business start-up) to the One-Stop Office for Production Activities (SUAP).

In addition, the portal www.registroimprese.it makes it possible to arrange and send various types of files to the Chamber of Commerce online, such as:

- the registration of financial statements to the Business Register;
- the registration of patent applications or trademark protection applications;
- the request for grants.

Finally, the portal gives collection officers the chance to transmit, online, periodic lists of protests of bills of exchange served in a given period, so that they can be published in the Electronic Register of Protests.

All the electronic files are forwarded via internet to the relevant Chamber of Commerce, using secure transmission and receipt protocols. The system is integrated with a Digital Signature, which is used to confirm the validity of any documents transmitted online.

The back-end machines of the Chambers of Commerce act as an essential filter between the files sent by users and their inclusion in the institutional archives: thanks to the use of automatic instruments, the investigation process handled by the offices of the Chambers of Commerce is simpler and faster.

The office for online file management of www.registroimprese.it, which is open all day on weekdays and Saturdays, manages payments electronically.

This service has been designed for:

Self employed persons or private citizens, individual business persons or companies, professional offices or regional or trade associations, documentation agencies, local institutions all of whom can query the Chambers of Commerce Registers, and, where applicable, gain access to the electronic file transmission service: this can take place directly on the internet (in the registration section) or pursuant to the national agreements made between their reference Associations or bodies and the InfoCamere system.

The Chamber databases can be viewed through the official InfoCamere distributors, as described on page 5.

The Single Communications for the business start-up

The Single Communication for the business start-up - which is by now referred to by all professional operators as "ComUnica" is the procedure, available on the website www.registroimprese.it, through which new companies can become operative in 1 day and, at most in 7 days, fulfil their declaratory duties to the Business Register, INPS (National Institute for Social Security), INAIL (National Institute for Insurance against Labour Accidents) and the Revenue Office by submitting a standardised form (on-line or electronically) addressed only to the local Chamber of Commerce.

ComUnica, which was launched on 1 April 2010, is an important administrative simplification tool, because it concerns the over 6 million businesses currently existing in Italy and all those who intend to set up any financial initiative as a company.

Communication management is entrusted to the Chambers of Commerce which, via InfoCamere, become the front office for all registrations made for the attribution of a tax ID code and/or VAT registration number (Revenue Office) and for registration with the Companies Register, as well as for social security (INPS) and insurance (INAIL) purposes. In this way, ComUnica enables new entrepreneurs or those who already have a company, to converse

with a single representative of the Public Authorities (the Chamber of Commerce) who passes on the data to the appropriate administration offices in a totally transparent manner.

The new procedure guarantees timely and prompt confirmation: the company immediately receives - in a certified email inbox - the protocol receipt of the documentation that immediately gives the go-ahead for the business start-up. In the subsequent seven days at most, each of the other bodies involved (INPS, INAIL and the Revenue Office) ensures the handling of the files for which it is responsible, returning the required data to the Business Register, which can thus certify the existence and effectiveness of the newly established company. The same procedure applies to every other event in the life of a company (modifications and termination of activity), and also enables compliance with the obligations for the Ministerial Roll of the cooperative societies. The Chamber system has a consolidated use of the Internet, digital signature, certified email, standard formats such as XBRL and PDF/A in its system and it was possible to develop ComUnica using them.

The Chambers of Commerce also provide the "ComUnica" software free of charge, which guides the user in filling in the form, and have published the Operating Guide on the website www.registroimprese.it, together with an introductory video, guidance videos for the creation of new sole proprietorships and new companies, FAQs, links to the sites of the other Bodies and contacts for further assistance.

The e-learning course, geared mainly towards Professionals and Trade Associations is also available on the website www.registroimprese.it. The course is free of charge and available at all times, access is through self-registration.

The One-Stop Shop for production activities

Presidential Decree No. 160 of 7th September 2010 was published in the Official Gazette of the Italian Republic of 30th September, containing the Regulation for the simplification and re-arrangement of the guidelines on the One-Stop Shop for production activities (SUAP), which became operative on 29th March 2011, regarding only the general organisation of the One-stop Shop and the automated procedure (or via SCIA) for the ordinary procedure.

The aim of the regulatory intervention is to bring the system of bureaucratic and administrative services for companies back to a unitary and coherent logic nationwide, relaunching the role of the One-stop Shops for production activities, and fostering partnerships between the institutional players which are “closest” to local production systems: the Municipalities and the Chambers of Commerce. The One-stop Shops for production activities, set up at the end of the 90’s, are under municipality jurisdiction and play the difficult role of single point of contact for companies, in the name of and on behalf of all relevant public institutions in issuing concessions and authorisations.

The One-stop Shop for production activities, in fact, aims to check the closing times for procedures, assists companies in understanding their obligations, co-ordinates the effectiveness of third party companies, which can sometimes be local bodies (such as the local health trusts or regional environmental protection agencies), and at other times are peripheral divisions of the State (Fire Brigade or Superintendencies).

The tasks assigned to the Chamber System, in its different facets, are the following:

1. Unioncamere (Union of Italian Chambers of Commerce) is responsible for the general coordination of the implementation of the reform and the creation of the portal “impresainungiorno.gov.it” as the single access point to services for companies provided by the Italian public system;
2. the Chambers of Commerce provide organisational and technical support to those local Municipalities which are unable to launch a One-Stop Shop for Production Activities in compliance with the new regulations, with particular reference to the fully electronic management of the procedure.

The national portal created by InfoCamere is jointly managed with the Italian association of municipalities and is designed to interoperate with all the information technology solutions of Municipalities, Provinces and Regions which the operation of the One-Stop Shop for Production Activities already works with.

InfoCamere has been involved for months, in different aspects, with the topic of the One-Stop Shop for Production Activities (SUAP). These aspects can be summarised as follows:

- the creation, as mentioned above, of the portal ‘impresainungiorno.gov.it’, which has been on-line since the month of October 2010, through which the accreditation phase of the Municipalities and the Agencies for Businesses was managed.

This phase went hand-in-hand with an adequate help desk service via phone and email. The service also allowed the Ministry for Economic Development (MISE) to manage all the activities of monitoring, accepting or refusing the certifications sent by the Municipalities. The List of the SUAP is available on the first page of the portal and allows companies to identify the relative "single contact point" (within the meaning of the Services Directive), in other words the competent public body they should contact for information and to which they should send files for the implementation of production activities.

Some IT services are also available on the portal which are connected with the implementation of the Services Directive in Italy and, in general, at the One-Stop Shops;

- the creation of computerised instruments for management of the SUAP at the Chamber of Commerce and, in particular, for publication of the front office concerning company obligations;

- the recognition of the rules and regulations concerning production activities at both government and regional level, and the mapping of the related procedures, with the aim of populating the front office of the SUAP in the Chamber system with information and forms which can be used by the companies. This is the most demanding task and is increasing, as recognition must be enhanced with the grants assigned to the Association of Municipalities by the Framework Agreement between Anci (National Association of Italian Municipalities) and Unioncamere;

- the operating instruments required to allow the Municipalities that use the support of the Chambers of Commerce to electronically manage the SUAP procedures, for certified declarations of business start-ups (automated procedure) and requests for authorisation (ordinary procedure), within the times established by the regulation.

Mediation

When a dispute arises between a company and a consumer, or between more than one companies, which falls under civil or commercial law, rather than turning to an ordinary judge, these companies may seek mediation; this instrument for the resolution of disputes consists in negotiations conducted by

the parties in dispute and is simplified and guided by a third party - the mediator.

The reform on civil and commercial mediation offers an important occasion for returning efficiency and resources to civil law and safeguarding the interests of the market. For this reason, the Chamber system has made investments in regulations, education and the promotion of the culture of mediation.

The service is offered in all Chambers of Commerce. Based on a single procedure at national level, it allows companies, consumers and professionals to receive specialized assistance with the reaching agreements and to resolve disputes in a simple, fast, economic and reliable manner, avoiding the need to turn to the ordinary courts.

InfoCamere is currently creating a system for the Chambers of Commerce which will computerize all phases of the process:

Back Office of the Organism: management and support with the mediation procedure; management of the list of mediators.

On-line function for mediators: management of availability schedule ; acceptance of mandates; access to procedures which fall within their area of competence, filing of documents, on-line management, if necessary, of the mediation meeting.

On-line functions for users: presentation of applications by parties; forwarding entry applications; access of the parties to the data of the procedure within their area of competence; presentation of the applications of aspiring mediators.

On-line Mediation meetings: management of meetings via video conference; management of forum/chat meetings.

The on-line transmission process

In the Decree of the Ministry of Justice of 21st February 2011, the Chambers of Commerce were indicated as the point of access for companies entered in the Companies Register. On the basis of this law, thanks to the on-line transmission systems of InfoCamere, companies may consult deeds concerning any civil lawsuits in which they are involved via Internet. All

persons representing a company will be recognized when they access the on-line system thanks to the National Services Card and the roles entered in the Companies Register. After recognition, the entrepreneur will have access to the deeds of the court and will be able to view the contents thereof. This is another element of a unified simplification bill which aims to provide, with the public administration system, services which are always efficient, new and useful for improving the existence and work performed by companies.

National Services Card

The National Services Card (CNS) is an instrument used to access e-gov services, common to all Public Administration. It can be issued only by public bodies and ensures electronic identification of the user, this being a service that no private organisation can provide. The CNS issued by the Chamber of Commerce offers a wider range of services:

- digital signing which has the same validity as an authentic signature
- identification on the internet, which allows for secure identification of the user on the network.

Digital signatures

The Chamber of Commerce CNS provides a digital signing service ensuring that the digital signature has the same validity as an authentic signature. It therefore allows signing of electronic documents without printing and physically signing them, so that they can be sent via Email. Similarly, recipients can verify the validity of a signature and therefore of the document they have received.

Usage of the digital signature ensures:

- authenticity: the certainty that the signee is in fact the person he/she declares him/herself to be;
- integrity: no alteration to the document after signature;
- archiving: creation of the document in an electronic format and elimination of paper documents;
- non-repudiability: the contents of the document cannot be repudiated.

Through **authentication on the Internet**, the CNS ensures secure identification of the user on the network.

It is therefore the electronic equivalent on the Internet of an identification document and digitally identifies the owner, in a unique and secure manner. The NCS allows usage of services provided by Public Administrations, ensuring:

- Secure access to e-gov sites
- Security and confidentiality when consulting the services provided by the Public Administrations.

For example, the National Services Card allows the legal representative of a company to consult, free of charge through the registriimpresa.it portal, the information on his/her own business within the Chamber of Commerce Business Register and to obtain certificates, company data sheets, documents or financial statements on file and the status of the annual membership payments.

Using the CNS, you can connect to the Revenue Office to check your tax status. You can also access the One Stop Shop for Production Activities (the SUAP) for your Municipality.

How to request a Chamber of Commerce NCS

It is available in Smart Card or USB Token form and must be requested from the offices of your Chamber of Commerce, or from Chamber of Commerce accredited Registration Offices. Power of attorneys cannot be used for the issuing of an NCS; you must therefore apply in person and present a valid identification document and tax identification code. An NCS holder cannot be a company; the holder must always be the legal representative of the company or a private citizen.

XBRL, the new format for balance sheets

From 2010, Italian joint stock companies who have to file their balance sheet with the Business Register of the Chambers of Commerce are to use a new accounting format: XBRL.

Italy is among the first countries in Europe to introduce the mandatory live electronic format for presenting balance sheets, where XBRL stands for "eXtensible Business Reporting Language". The taxonomy, i.e. all of the information prescribed within a XBRL balance sheet has been defined by the technical round table coordinated by Unioncamere and made up of InfoCamere, CNDCEC (Chartered Accountants) and the University of Trento, in association with XBRL ITALIA (whose founder companies include Banca d'Italia, Unioncamere, the Italian Stock Exchange and Confindustria [confederation of Italian industries]). The taxonomy, which faithfully adheres to the regulations of the Italian Civil Code, was approved by the OIC (Italian Accounting Standards Regulatory Board) and published on the Ministerial website of the CNIPA (now DigitPA) thus taking on an institutional value. XBRL ITALIA is part of XBRL INTERNATIONAL and XBRL EUROPE (a non-profit consortium of institutional and private companies) which were set up with the intention of promoting transparency in the markets and defining a flexible structure for coding and presenting accounting data shared worldwide.

In order to facilitate the use of this format, the computer systems company of the Chambers of Commerce has put together the website www.registroimprese.it (clicking on "Chi siamo" [about us] on the home page, "Sportello pratiche" [documentation], then "Balance sheets" and finally "Xbrl") will give you access to free software for generating an accounting statement in XBRL using either Excel or the "free of charge" Open Office programme from the data of a normal balance sheet. A free web service is always available on the website <http://tebe.infocamere.it> which allows one to conduct an on-the-spot check on the formal validity of an XBRL application before it is filed with the Business Register, immediately identifying any differences or faults. It can also be used to generate an HTML or PDF version of the XBRL application so as to obtain a legible version of the budget, and for the PDF only [this is] also [available] in French, English, and German.

The advantages offered by the XBRL format are clear, from the cost savings for traders, the Chambers of Commerce and the Public Authorities in general, to efficiency in the transmission and management of data.

Indeed, the XBRL extension makes it possible to automate checking by the Chamber System, which receives approximately 900,000 balance sheets each year. This speeds up publication of the balance sheets, making this information available sooner.

The XBRL format ensures access to quality data (financial statements in XBRL format are correct 99% of the time) and can easily be revised, using the “**in.balance –Corporate financial statement analysis**” software which was developed by InfoCamere for the Chambers of Commerce.

Companies exempted:

1. The joint stock companies that apply, by obligation or right, the international accounting standards (IAS/IFRS) for drafting the balance sheet and/or the consolidated balance sheet, identified by Legislative Decree 28 February 2005, No. 38, including the listed companies, banks and the other financial brokers supervised by the Bank of Italy
2. companies in the insurance and reinsurance sector as per Article 1 of Legislative Decree 7 September 2005 no. 209 and for the others which have to draw up balance sheets according to Legislative Decree 27 January 1992, no. 87
3. companies that ended the financial year before 16/2/2009 (date of publication of the taxonomy).

Environment and Agriculture

Environment

The expertise of the Chambers on Environment and Agriculture covers a whole range of issues, with the use of systems by Ecocerved allowing the Chambers to control operational fluctuation. The Chambers are responsible for the following activities in the environmental sector on behalf of the relevant Ministry:

- The creation, maintenance and improvement of the **database** generated from the information supplied on the MUD (Modello Unico di Dichiarazione) single declaration form (also known as the 740 Ecologico) established by Law No. 70/94.
- The management of the **SISTRI – Waste Tracking (Tracciabilità Rifiuti)** established with Decree 17 December 2009.
- **The National Register of Electrical and Electronic Equipment**, a list of topics related to waste treatment of electrical and electronic equipment.

- **The Battery Register** deals with matters related to the financing of the waste management system for batteries and accumulators.

Agriculture

The Ministry of Agriculture, Food and Forestry Policy has delegated the task of overseeing the certification of typical Italian products to specific supervisory bodies (OdCs). The Chambers of Commerce can act as a supervisory body in the wine, olive oil and typical products sectors.

On behalf of the Chambers InfoCamere has produced an integrated IT solution that allows them to work in partnership with all elements of the supply chain.

Overseas Trade and Business Grants

Overseas Trade

Among the major duties of the Chambers insofar as supporting businesses operating abroad is the issuance of **Certificates of Origin** for exported goods. The entire process for issuing this document is managed electronically, beginning from an electronic application up to its actual issuance by the Chamber of Commerce. The system is an integral part of the Business Register with the digital signing systems ensuring the authenticity of the attached documentation and the accounting systems in use by the Chambers of commerce.

Business Grants

The General Regulations of the Chambers of Commerce provide that the Chambers themselves can **pay grants to companies** through specific "Invitations to tender". The Chamber may take advantage of a special ad hoc service for managing the entire process of applications for assistance. Chambers subscribing to this may customise within the system, in complete autonomy, the details of their invitations to tender, determining the opening and closing dates, the applications process, the available funds, the rules for calculating the grant, the criteria for ineligibility and reduction of the grant.

The product, which allows the use of the online transmission system for requests sent to the Chamber, is integrated:

- with the Business Register to check the registration data with the Chamber
- with the annual subscription system to check for automatic payments
- with the accounting system for the automatic creation of provisional orders relating to the payment of grants to companies.

Market Regulation

Market regulation is an area of chamber activity which increasingly requires informative tools. InfoCamere also supplies systems for management in the field of **Patents and Trademarks** (which we discussed in the chapter on www.registroimprese.it), **Weights and Measures** and **tachograph cards**.

Weights and Measures

Chambers' Weights and Measures offices are entrusted with checking the function of instruments required for the purpose of legal measurement, for wrapped and pre-packaged products, and for assaying precious metals. Checking measuring instruments from design to production and their use in a commercial context is a crucial task. InfoCamere has computerised these offices, providing management tools that are integrated with the Business Register and the system of accounting, as well as the suitable communication facilities with users such as accredited laboratories and measuring device manufacturers.

Tachograph Cards

The introduction of the digital tachograph requires road transport companies to install such recording equipment to monitor the activities of most road vehicles used for transporting people or goods. The Chambers of Commerce are responsible for issuing the tachograph Card (Ministerial Decree dated 31 October 2003, n. 361). Through InfoCamere, they issue, renew and replace the Card throughout its entire life cycle. Four types of card are issued:

- **Driver's Card:** this is the personal card belonging to the driver of the vehicle
- **Company Card:** this is the card of the company owning the vehicle
- **Repair Shop Card:** this is the card of the repair shop authorised to work

on digital tachographs

- **Control Card:** this is the card used by the Police

Qualifying Rolls and Registers

With a dedicated computer system, InfoCamere has automated management of the Chambers Rolls and Registers service, allowing offices to enter, edit and delete entries in professional registers, lists, and rolls. Dialogue with the user may be at a traditional desk or via electronic submission of applications.

Specifically, they manage the following rolls, registers and lists:

- Register of Commissioning Agents and Auctioneers
- Register of Fruit & Vegetable, Meat and Seafood Wholesalers
- Register of Car Repair Companies (EIR Ordinary List)
- Register of Car Repair Companies (EIR Special List)
- List of Secure Shipping Agents
- List of Factory Inspectors
- Hairdresser-Barber-Beautician Qualifications
- Roll of Experts and Surveyors
- Roll of regional Taxi-drivers
- Roll of Public Assessors and Assayers

In this area, InfoCamere also provides the Chambers of Commerce with:

- management of aptitude tests that automates the entire application process, from the submission to the outcome of the test, including loading the test questions and automatic production of the question sets
- reviewing the Chamber registers enabling cards to be printed showing regular subscription to rolls (e.g. for estate agents).
- On-line research of members of the Chambers Registers
- forwarding of electronic files through www.registroimprese.it.

Technological Services

InfoCamere provides the Chambers of Commerce with a national system of connectivity that enables a level of excellence in public administration. Thanks to continuous upgrading of its various technological components, this

powerful capability has been maintained over time with very high standard of efficiency, allowing the Chambers to operate in complete security and without interruption. The features of the system mean that InfoCamere is able to provide various services to the Chambers of Commerce such as cabling for their offices, video conferencing systems and secure use of the Internet. InfoCamere recently released the new VoIP (Voice over IP) system that manages the Chamber telephone system over the data network. This infrastructure allows substantial savings on the cost of telephony traffic and exchange management, taking advantage of the economies of scale resulting from centralised management and maintenance.

This service, which is focused towards optimising state administration, is in line with recent government guidance. As part of its aim to provide state-of-the-art services, InfoCamere is conducting research and experimenting with new technology solutions, including Virtual Desktop Infrastructure (VDI). This is a system that will allow centralised management of Chambers of Commerce workstations.

The savings will result from a reduction in the cost of acquisition, management and maintenance of personal computers, in centralised protection from cyber attacks, and in continuous back-up of data.

Administrative Services

Accounts administration and personnel management are among the sectors to benefit from the products and services provided by InfoCamere for **Chamber accounting**, the **annual subscription fee**, the **penalty system** and **personnel management**.

The **Accounting Services** represent a modular system that provides for management of accounts, budgets, reporting and integration with

Management Control. Using the available applications, the Chamber can carry out financial analysis and strategic planning, which are integrated with accounting and management control, including for planned projects.

The available functions are: profits cycle, liabilities cycle, assets, contract management, management of receipts, electronic payment mandates with the agency's fund management body.

InfoCamere provides the Chamber with tools and services related to **annual subscriptions**. The entire workflow is monitored, from the chamber emailing

companies to the annual subscription database input, from the system of penalties for defaulting to recording amounts not collected. InfoCamere undertakes these activities on behalf of the Chambers, dealing with the postal service for mailings, with the tax authorities for collection of annual subscriptions, and with Equitalia for collection of compulsory registrations.

For the Penalties Office, specific services are available to help the Chambers of Commerce to handle the entire administrative process, from the issue of the order to its possible entry on the register.

For **personnel administration**, InfoCamere offers a modular system, which is constantly updated with taxation and regulatory changes. The available modules are: pay, attendance, travel expenses and business trips. The available system also allows management of other specific personnel department activities: M770, CUD, electronic payslips and records of service. To meet the needs of some Chambers, InfoCamere provides an outsourcing service that includes the preparation of the monthly salary roll of chamber employees and the preparation of templates and printouts required for tax and contribution requirements.



Business Register for Public Administration

- On-line consulting and analysis services
- Provision of mass data and system integration



Business Register for Public Administration

Through a series of services that allow searching, extracting and elaboration of various types of data, access to the Business Register allows Public Administrations to fulfil each Public Administration's information requirements.

InfoCamere provides these services to over 1,000 Central and Local Public Administrations, ensuring their access to the data free of charge, pursuant to art. 50 of the CAD (Digital Administration Code), except those regarding electronic procurement and value added services.

It provides, in particular:

- **On-line consulting and analysis services:** Telemaco, ri.build, ri.visual, in.balance, Ulisse, StockView
- **Provision of mass data and system integration** (Telemaco Dati, Parix).

On-line consulting and analysis services

Telemaco

Telemaco is a simple, intuitive procedure for on-line access to the Chamber of Commerce databases, and it can provide information on the businesses and persons present in the Business Register.

Telemaco also provides on-line consultation of ordinary and historical searches, the financial statements of all companies and the business documents and main legal, economic and administrative information in a matter of a few seconds. It therefore allows each company to check property transfer records, branches, current and past shareholders, directors and the persons who hold or have held offices in the company.

Telemaco also allows access to the Protests Register and the Trademarks and Patents Register (which are described in detail on pages).

Thanks to the continuous evolution of technology, Telemaco currently provides, in addition to the traditional consultation methods for the Business Register data, new services for integrated access to information that enables quick and immediate reading of official data:

- **Navigation between searches** allowing one to move from a company's economic data to the specific information relating to a person that holds an office in that company

- **ri.build**, also described on page 15
- **ri.visual**, also described on page 14
- **in.balance**, mentioned on page 28
- **Ulisse**, the service that allows you to extract personalised business lists and/or persons, described in detail below
- **StockView**.

Telemaco also allows you to:

- carry out the checks required by the Public Contracts Code (Legislative Decree 163/2006) to ascertain that a business has been registered with the Chamber of Commerce, verify the main data, identify the legal representative and directors of the company;
- check that requirements for tax advantages or business loans are fulfilled.

ri.build

ri.build is a service that can be accessed via the internet through Telemaco, which allows you to monitor automatically on a weekly basis whether any changes have been made to the Business Register for one or more businesses and sends an official document containing updated information.

Each time one of the businesses selected by a user is subject to a “change”, an updated information block is automatically sent to the Telemaco download area and, if requested, to the indicated email.

Through this service you are also given the option of choosing, for each selected business, what events to ascertain and to monitor the history of that company, i.e.:

- there have been changes to the business, in which case you can extract the “historic search” or “amendment history” (for the last 6 months)
- the company is currently undergoing modifications, in which case you will obtain a “search of investigative proceedings”.

Otherwise, you can select specific changes you wish to be informed about, from among the items provided:

- **Shareholders** - changes to the shareholder roster, share transfers
- **Persons** - changes involving directors, auditors and executives
- **Extraordinary events** proceedings under way, windings-up, liquidations, mergers, demergeres, cancellation, company transferrals
- **Local activities and units**- economic activity, openings and closures local units
- **Articles of association**- submission or updating of articles of association
- **Financial statements** - submission of financial statements.

The list of businesses can be updated at any time by adding new ones or deleting those which are no longer of interest. Service is made to registered offices of companies only

ri.build may prove particularly useful if you wish to receive immediate information on the activity of Italian companies or carry out research and in-depth study on particular sectors or phenomena.

ri.visual

ri.visual is a web-based application for viewing the Business Register information.

The service allows you to place Telemaco side by side, this being a new navigation instrument within the Business Registry section that provides you with a graphical representation of the data allowing you to immediately comprehend the relations between businesses and persons. The objective is to facilitate and render the interpretation of individual pieces of information more efficient.

ri.visual allows you to view entities (businesses or persons) through "icons" and to express relations (e.g., person A holds shares of Business B) through "Lines".



For each of the entities-relations on the graphics page, you can:

- request and obtain, in real time, a series of detailed information from the Business Register.
- check further relations between businesses and persons that can be added to or integrated with the information that is already present, thus creating a complete framework of information for the research. Users can use the editing function to modify the graph as required, for example, an entity considered to be irrelevant can be eliminated or the entities can be grouped in a different way.

The system is based on Java technology and requires the launching of a client application through Java Web Start.

This technology is essentially based on the idea of using a stand alone, "remote" application, while giving users the option of not having to go through a browser in order to use it. It also allows continuous updating of software without requiring a new installation which is often heavy and difficult.

ri.visual may be particularly interesting for all areas which require more than a consultation of the Business Register data: for example, when an investigation of complex interactions between different companies is required or between businesses and holders of offices or shares.

in.balance

in.balance is an on-line service developed by InfoCamere that allows users to analyse the financial statements submitted to the Chamber of Commerce Business Register. These elaborations are carried out using official data contained in a company's XBRL balance sheet or income statement. Actually, the standard which sets the obligation to submit financial statements in XBRL format has been in effect since 2010 and is the standard which makes financial statement data immediately usable thus ensuring greater transparency in the market.

Selection according to national, dimensional or economic parameters.

Companies may be selected according to various parameters: from territorial

(Region, Province) to dimensional or economic (number of employees, legal form, activity, financial statement data). In particular, the selection criteria also contain values related to specific financial statement items (Value of Production, Total Assets) or indices (ROE, ROI, financial independence, etc.).

Timely selection

In addition to selections based on chosen parameters, the individual businesses may be identified through a registry search or by inserting their tax identification or REA (Chamber of Commerce registration number).

Once the businesses have been selected, various types of analyses can be carried out:

A) Summary data: to check the position of a business compared to its competitors or for comparative analysis

The 20 items representing the main values and most significant economic and equity indices from the financial statement data are summarised in a single document (available in excel or as a csv) Furthermore, in the same document, the average and total value of the group of companies selected is provided for each of the 20 main items, thereby immediately providing a summary framework that allows comparisons to be made on the financial statement data

B) Complete financial statements: for an in-depth analysis of the businesses using in.balance the complete financial statements of the selected businesses can be requested, including summary data and the statements in XBRL or csv format

C) Aggregate analysis: for a statistic investigation of a group of businesses

This type of search is the ideal instrument with which to carry out a statistical analysis of a business segment, obtaining in a single excel worksheet (also available in csv format) the aggregate values relating to approximately 100 financial statement items. This service allows for in-depth analysis on particular sectors of the national or local economy and detailed analysis of sector trends over the last three years

D) Personalised analysis: for comparing financial statement items and indices. Personalised analysis allows comparison on an excel worksheet of the selected businesses, providing for each up to 10 financial statement items, selected from those available in the summary data. The service allows:

identification of a business to be used as a reference for comparison and to therefore be inserted as the "first on the list".

In particular:

- When the total number of financial statements selected does not exceed 100 companies, the personalised analysis is detailed and provides the data for each business regarding the overall value and the average value for the segment that was selected.
- in other cases the analytical data is provided only for the reference company, while for all others the overall values and the average values of the total are provided. Thanks to the graphs available in excel format in.balance allows the direct extrapolation of the graph for the segment that was analysed.

Ulisse

The Ulisse Service allows the extraction of personalised lists of businesses and/or persons from the Business Register.

Lists of companies

A personalised list of businesses can be extracted by selecting 1 or more of the following variables:

- type of location (registered office or local unit)
- register (active tradesman, retired tradesman, not a tradesman)
- legal form of the business
- geographic location of the registered office/local unit
- Post Code
- ISTAT activity of the registered office/local unit
- importance of the ISTAT activity (primary, prevalent or secondary)
- employee category

- class of capital
- class of production value
- Registration and termination of listing in the Business Register and date of the opening of the insolvency proceedings
- registration and termination of a trade business
- research by activity description keyword (only for active registered offices)
- Business Register area section
- status of that business (active, inactive, suspended, terminated or undergoing insolvency proceedings).

Lists of persons

A personalised list of persons can be extracted by selecting 1 or more of the following

variables:

- place of birth
- place of residence
- age group
- gender (male, female)
- office held or group of offices

The same person may appear several times if he/she covers many offices (in the same business or in different businesses) or if the person is a shareholder of several businesses.

StockView

The **StockView** service is a system providing statistical information on start-ups and terminations of Italian businesses and is the most complete and updated source of Italian economic demographics.

It provides the number and the provincial, regional or national distribution of all economic entities registered with the Business Register, with a detailed analysis through selection of provided parameters.

The product has its own web environment for data navigation which, through simple commands, allows the construction of statistical tables based on the parameters that were selected and the tables produced can be saved on files that are compatible with the most widely used individual instruments. It is furthermore possible to download an entire database so that each user can construct his/her own archives of statistics with which to create historical series, specific tables or individual applications.

Provision of mass data and system integration

Telemaco Dati

Telemaco dati provides on-line access to data for integration of the information contained in the archives of the Public Administrations with those present in the Business Register. Thanks to XML, a format that makes it possible to process chamber data in a flexible and personalised way, the information can be extracted only when necessary and used by the Public Administration services to their own system, ensuring that the data is always up to date.

This service makes it possible to export the data requested in the following ways:

- **Search by tax identification code:** by providing a tax identification code for a business, a list of all the positions (registered office and local units) having that tax identification code can be obtained
- **Search by name:** by providing one or more words, a list of all the businesses with those words in their names can be obtained.
- **Search for natural persons:** by providing a first and last name and, optionally, the province and year of birth, a list of natural persons that hold offices and/or shares in businesses can be obtained
- **Ordinary search data:** by providing province initials and a REA number for a business, updated information is provided for the business (registered office, local units, persons)

-

- **Historical search data:** providing province initials and a REA number for a business, the data available in the Ordinary Search, complete with some historical information, can be obtained (MAD and transcriptions)
- **Information sheet for persons:** providing a person's tax identification number will provide information on the person and a list of the businesses in which the person holds offices
- **Complete information sheet for persons:** providing a person's tax identification number will provide information on the person him/herself and a list of the businesses in which the person holds or has held offices
- **Shareholdings in other companies:** after providing a person's tax identification number, this function provides a list of shareholdings (shares held in companies). The individual may be a natural or legal person Shareholdings refer to the last shareholders roster submitted by the company
- **Historical information on shareholdings in other companies:** after providing an individual's tax identification number, this function provides a list of that person's shareholdings (shares held in companies), whether currently or in the past. The individual may be a natural or legal person.

For each business it is also possible to request:

- A list of the shareholders/owners of shares
- A historical list of the shareholders/owners of shares
- Insolvency proceedings
- Headquarters and local branches
- Directors
- Auditors and Board of Statutory Auditors
- Capital and financial instruments
- Controlling companies and bodies
- Activities, Rolls, Roles, Licenses
- Holders of Offices and Titles
- Company transfers, mergers, demergers and takeovers

Parix

Parix provides access to the Business Registry data in XML format. It provides Public Administrations with a true replica of some types of information contained within the databases, which can be integrated with any existing system at the Body's CED, for example the company financial management system, the labour information system, the geo-referencing system, the databases of the single information points", etc. Furthermore the data can be provided to other Public Administrations through simple connections to the Main Administration.

The Administration can customise its own system, thereby receiving a series of components that allow access.



Statistic Services

- in.balance – analysis of corporate finance statements
- StockView – start-ups and closures of Italian businesses
- Movimprese - Changes in the registration of Italian companies
- Cruscotto statistical indicators



in.balance - analysis of corporate financial statements

Using the XBRL format, access to data that can objectively and easily be revised is possible by all, while its technological components are constantly being updated to increase functionality, as shown in the in.balance - , analysis of corporate financial statements” software, developed by InfoCamere for the Chambers of Commerce, as described on page 38.

StockView - start-ups and closures of Italian businesses

The StockView service described on page 41 is a system providing statistical information on start-ups and closures of Italian businesses and is the country’s most complete and updated source of economic demographics.

Movimprese - Changes in the dataset of Italian companies

This is the regular survey of the demography of Italian companies conducted by InfoCamere on behalf of Unioncamere. Each quarter Movimprese looks at the distribution and birth/death rate by economic sphere of activity for all those registered in the Chambers of Commerce records throughout the country. Published since 1982, Movimprese is available on-line at www.infocamere.it.

Cruscotto statistical indicators

The entire province at a glance: this is a collection of data that is relevant for analysis and valuation of the structures and the economic and productive trends of one’s own province. The information is presented in especially designed tables that can be easily read, also because of the explanatory notes on the construction and nature of the data presented. For most of the economic phenomena that are covered, data that allow comparison of the area with other geographic areas of reference (other provinces, regions, macro-areas, Italy) and verification of the trends over the medium term are presented.