



# Frequently Asked Questions on Reporting of Incidents and Cyber Threats

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## INNEHÅLL

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Frequently asked questions	3
How should date and time be entered?	3
do we need to adjust for time zones?	3
Do we need to re-enter data?	3
Where can I find the Reference code?	3
Can we retrieve the reference code another way?	3
Can we submit the reports with JSON files?	3
How do we revise the reports?	3
We revised a report and received a validation error?	4
Validation rules	5
Rule2	5
Rule3	6
Rule4	6
Rule5	7
Rule5_empty	7

## Frequently asked questions

### HOW SHOULD DATE AND TIME BE ENTERED?

Date and time is entered in this format YYYY-MM-DDThh:mm:ss.0Z while just time is in this format DD:HH:MM. An example for date and time is 2025-03-17T09:45:00.0Z and an example for time is 01:23:59.

### DO WE NEED TO ADJUST FOR TIME ZONES?

Yes, 0Z means "zero offset" and is referencing UTC which means that time is according to timezone 0. This means that the time for an incident should subtract one hour for wintertime (Sweden, UTC +1) and two hours for daylight-saving time (Sweden, UTC +2). If the incident originated in another country than Sweden, find out the time zone for that country (according to UTC) and subtract or add hours accordingly.

### DO WE NEED TO RE-ENTER DATA?

No, the Initial notification can be saved as a JSON file via the form and then be uploaded to the Intermediate report to re-use the data. The same procedure can be used from the Intermediate report to the Final report.

### WHERE CAN I FIND THE REFERENCE CODE?

The Reference code is included in the email notification sent to the email address entered in the contact form. It is included in the email header and in a bulleted list containing details of the submitted report.

### CAN WE RETREIVE THE REFERENCE CODE ANOTHER WAY?

It is possible to recreate the Reference code manually. Go to the Initial notification, click "Details" in the first column and copy the Submission-ID (a Submission ID can for example look like this 2025-0317-671a-304a). Remove the initial year in the ID and the hyphens so it looks like this 0317671a304a. Add the word CAFIX at the start of the ID and the Reference code has been recreated, looking like this:  
CAFIX0317671a304a

### CAN WE SUBMIT THE REPORTS WITH JSON FILES?

Yes, the reports can be submitted using a JSON file via the form. The fields in the form are automatically populated with the data and the report can be submitted.

### HOW DO WE REVISE THE REPORTS?

It is not possible to revise these reports, instead the data can be updated (revised) when the next report is submitted. For example, the data for the Initial notification can be updated when the Intermediate report is submitted. In the same way, data for both the Initial notification and the Intermediate report can be updated when submitting the Final report. Read more about this along with a flow chart in the [guide](#).

## WE REVISED A REPORT AND RECEIVED A VALIDATION ERROR?

If either the Initial and/or Intermediate report have been revised by mistake, they will receive a validation error informing that revising the report is not allowed. This will cause the reference code to be invalid and cannot be used in the next report. The report, or reports, will in this case have to be submitted again by following these steps:

1. Open the form of the Initial-report and download the JSON-file via "Download".
2. Revoke the report (either the Initial or Intermediate report, or both). Please see page 17 in the [guide](#).
3. Start a new Initial report, click "Upload" in the form and select the previously downloaded JSON-file (step 1). Please make sure that the information is accurate, correct the information if necessary. Then submit the report.
4. An email with a new reference code will be sent, which is to be used in the next report.
5. Repeat step 1-3 for the Intermediate report if that as well has received a validation error informing that revising the report is not allowed.

A tip is to download the JSON file from the report/reports that has received the above-mentioned validation error, and to follow the steps in Fidac Test Reporting. There are no restrictions for testing and submitting reports in that environment.

# Validation rules

Below is a selection of validation rules, their messages and actions.

For more information on the Regulatory and Implementing Technical Standards (RTS and ITS) for incident reporting under Regulation (EU) 2022/2554 (DORA), please refer to the joint [page](#) of the European Supervisory Authorities.

## RULE2

**Validation message:** "You are not permitted to resubmit the report. Kindly update the data in the Intermediate Report instead."

Severity	Validation Type	Validation ID	Validation Message	Details
Info	Business		Executed Business validations:	
Error	Business	rule2	You are not permitted to resubmit the report. Kindly update the data in the Intermediate Report instead.	<p>Severity <b>Error</b></p> <p>Validation Type <b>Business</b></p> <p>Validation ID <b>rule2</b></p> <p>Validation Message <b>You are not permitted to resubmit the report. Kindly update the data in the Intermediate Report instead.</b></p> <p>Details row_id = 010; column_id = 010; {&lt;general_information&gt;, c010, r010} = 'initial_notification'</p> <p>Validation Formula no_resubmission</p>

**Explanation:** This validation rule applies to Initial and Intermediate reports. If any of these reports are modified (revised) after they have initially received the status "Submitted: Valid", the validation rule will be triggered.

If, for example, the Initial report has been modified and rejected by this validation rule, it is no longer approved. It will then not be possible to start the Intermediate report.

**Action:** In order to submit the Intermediate report in the example above, the Initial report must be recreated. The JSON file for the Initial report can be downloaded and reused. The non-approved report must be revoked and a new report must be submitted (the JSON file can be used here). Once the new report has been submitted and approved, the Intermediate report can be started. The same applies if the Intermediate report has received this validation error; it must then be recreated before the Final report can be started.

### RULE3

**Validation message:** "You are not permitted to submit a reclassification ('Major incident reclassified as non-major') before having a valid Initial report."

**Explanation:** This validation rule applies to all three incident reports (Initial, Intermediate and Final). A report must first be submitted and receive the status "Submitted: Approved" before a reclassification can be made.

**Action:** If the report has not been approved, it must first be corrected and submitted so that it becomes approved. Reclassification to *Major incident reclassified as non-major* in field 1.1 can then be made.

	1.1
	Type of submission
	010
010	<input type="text" value="initial_notification"/> <ul style="list-style-type: none"> <li>initial_notification</li> <li style="background-color: #0056b3; color: white;">major_incident_reclassified_as_non-major</li> </ul>

Please note that only field 1.1 can be changed.

### RULE4

**Validation message:** "The Incident Reference code (field 3.1) is not valid. Please ensure that the correct code from the email notification is being used and that no spaces exists."

	3.1
	Incident reference code provided by the competent authority (Please use the reference code from the email notification)
	010
010	CAFIX0302e64b6a89

**Explanation:** The reference code is automatically generated by FIDAC and is included in the email notification once the report has been approved. The code is based on the Reporting ID of the Initial report. The Intermediate and Final reports use this ID to retrieve and link all three reports together.

Submission ID

2026-0302-e64b-6a89

**Action:** Ensure that the code entered in field 3.1 is correct according to the email notification. If the code is correct, ensure that the previous report has the status "Submitted: Valid". If the status of the previous report is "Submitted: Invalid", the code becomes invalid and the report must therefore be recreated.

## RULE5

**Validation message:** "Field 2.1 does not match the previously submitted Initial report. The comparison is made against the report identified via the reference code (CAFIX).".

**Explanation:** The reference code in field 2.1 is an internal code used by the reporting entity. This code must be consistent across all three reports. The validation message states that the comparison is made against the report identified by the reference code, which means that this validation rule links field 2.1 across the reports based on the reference code in field 3.1. However, only field 2.1 is subject to this validation rule.

2.1
Incident reference code assigned by the financial entity
160
ABC123

**Action:** Verify that the correct code has been entered in field 2.1 by comparing it with the previous report. The reference code in field 3.1 can be used to compare the Submission ID with the previous report to ensure that the correct report is being referenced.

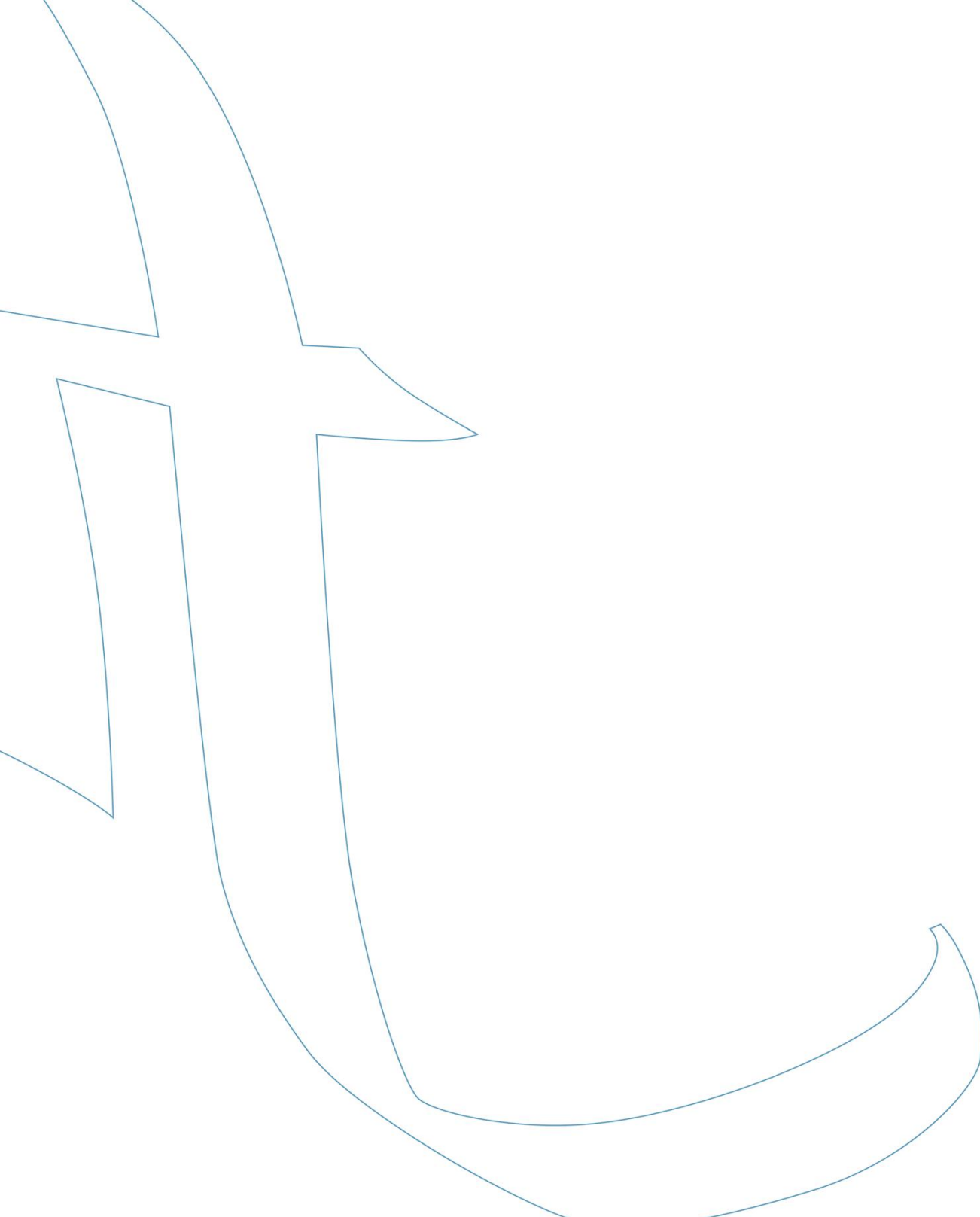
## RULE5\_EMPTY

**Validation message:** "Field 2.1 must not be empty".

**Explanation:** This validation rule is an extension of the previous rule. Technically, it is possible to include the data point for field 2.1 in the JSON file but leave the value blank. However, it is not permitted to leave field 2.1 empty, which is therefore enforced by this validation rule.

**Action:** Ensure that field 2.1 is not empty. A space without any other characters is also not permitted. If the JSON file is downloaded, it is also possible to verify that the data point is included, but it must contain a value.

```
"financialEntityCode": "ABC123",
```



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