

# Filling in the 2024 ADM Questionnaire by José Maurel





# Today's webinar

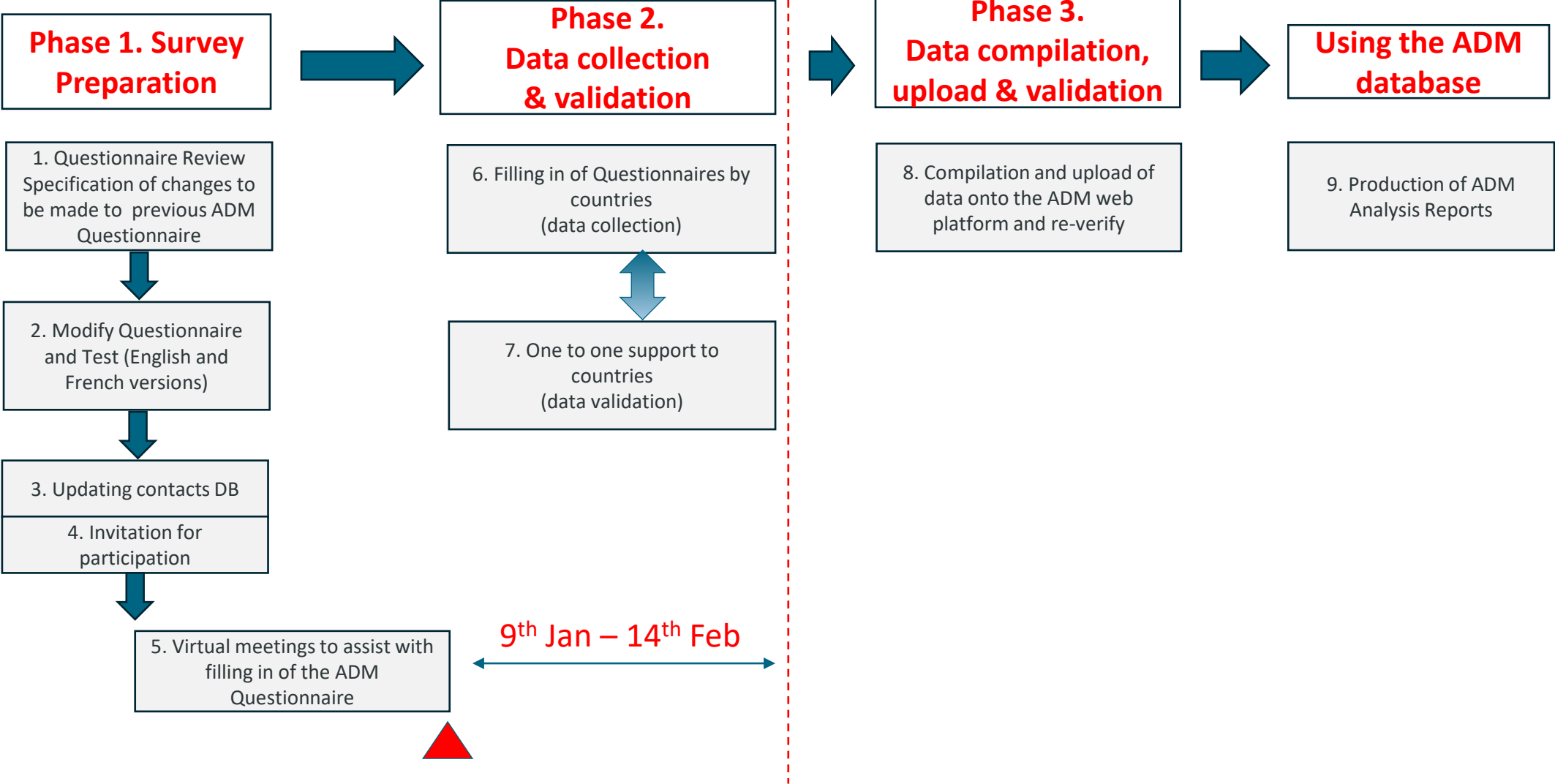
## Objective

Provide information to ensure appropriate completion of the ADM Questionnaire

## Agenda

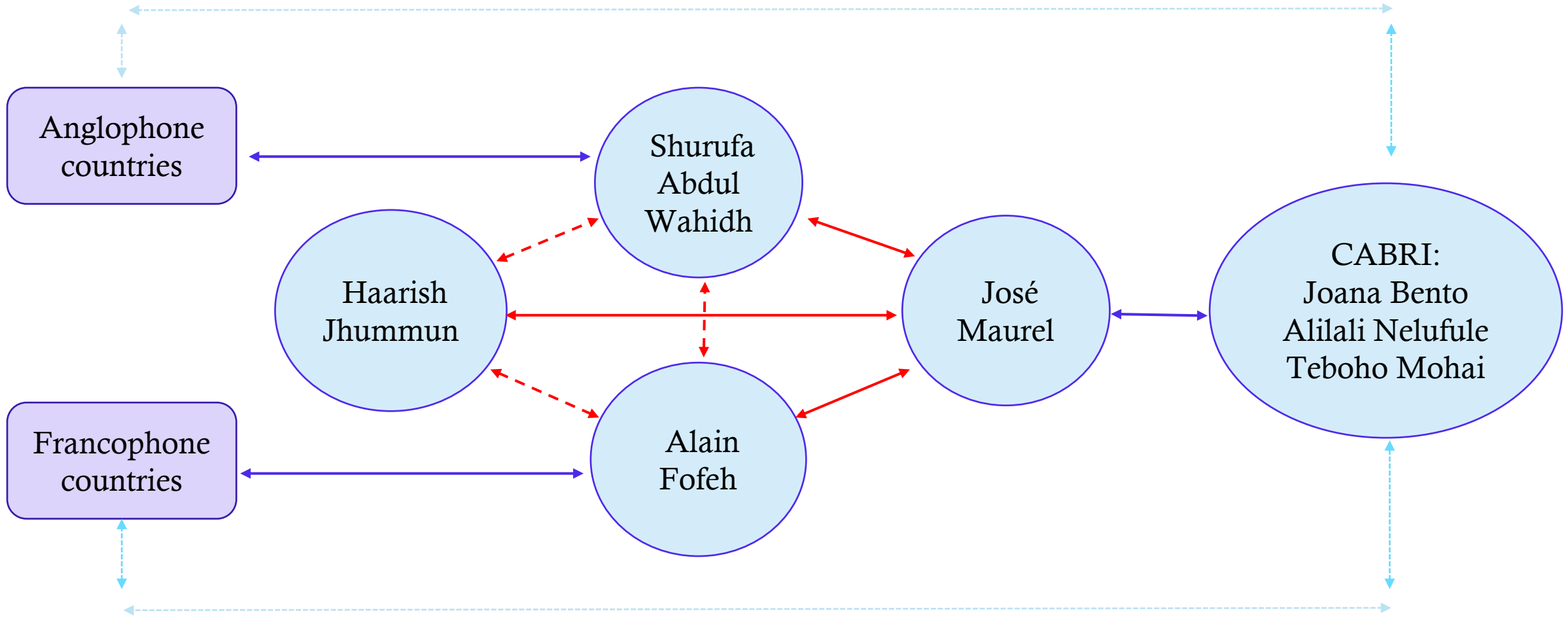
- 1 Welcome: CABRI
- 2 Introduction to the 2024 ADM Survey: Process and Timelines
- 3 Completing the 2024 ADM Questionnaire
  - A. Overview and general concepts; Pre-Survey and Glossary tabs; Instruction documents
  - B. Economic Data
  - C. Domestic Debt
  - D. External Debt
  - E. Risk Indicators
  - F. Institutional Arrangements
- 4 Q&A Session

# The 2024 ADM Survey: Simplified Process and Timelines



9<sup>th</sup> Jan – 14<sup>th</sup> Feb

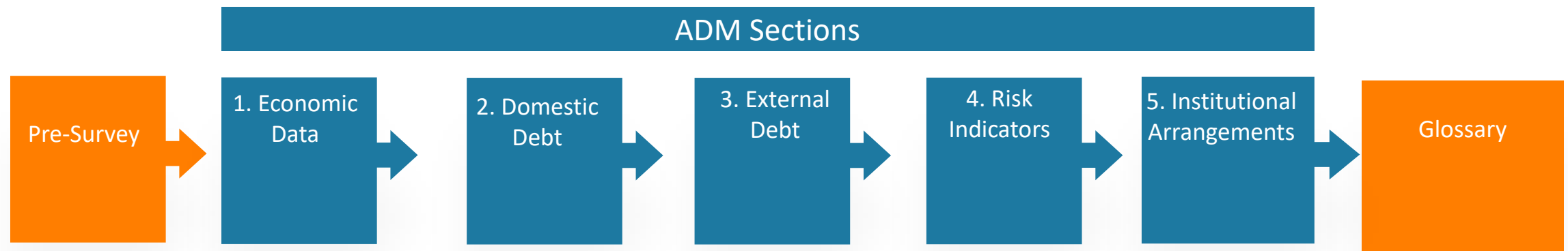
# Introduction to the team





# 2024 ADM Questionnaire: Overview and General Concepts

- The 2024 ADM Questionnaire is written in MS Excel
- The questionnaire is protected so that users cannot alter questions, enter data in cells that have formulae or add rows and columns.
- The Questionnaire consists of seven tabs, including five ADM Sections



- Respondents must enter information/data in all tabs except the Glossary.
- One needs to start with the Pre-Survey tab and cocomplete consecutively through the various tabs. Within a tab, please enter data in row order

# 2024 ADM Questionnaire: Overview and General Concepts

- Data should be entered in white cells only.
- Debt data must be reported for **calendar years in Millions** of Local currency (for domestic debt) and USD (for external debt). There are a few exceptions (e.g. exchange rates).
- The period covered in the 2024 ADM Survey is **2020 to 2023** (calendar years). Please do **not** report data outside this scope (this applies to countries where the fiscal year overlaps over the years e.g. 2019/2020).
- For Section 5 (Institutional arrangements), when entering the names of agencies (departments, ministries, creditors etc.) please enter the full name and acronym in bracket (not just the acronym)
- For questions that require a written answer, please be succinct and limit responses to a few sentences or a short paragraph. Please submit additional information in the Explanatory Notes, and web links to documents in the Source column.
- Please avoid typos, grammatical errors, etc.
- Please refer to the Glossary if in doubt about the meaning/definition of technical words.
- Please read the Instructions document.

# 2024 ADM Questionnaire: Section 1 on Economic Data

The Economic data tab consists of 3 tables which collect data on:

1.1 Economic aggregates (GDP, Revenue and Expenditure, Reserves etc. This is mainly used to calculate risk indicators)

1.2 Exchange rates (to allow conversion of data from local to USD and vice versa)

*(question: why are both end of period and average exchange rates required?)*

1.3 New table on **credit rating**

# 2024 ADM Questionnaire: Section 2 on Domestic Debt

The Domestic Debt data consists of 4 tables

2.1 Total central government domestic debt (broken down into marketable and non-marketable debt)

2.2 Domestic debt by investors' holdings

2.3 Domestic debt by interest type and currency composition

2.4 Domestic debt service cost





## 2024 ADM Questionnaire: Section 3 on External Debt

This section captures external debt from 6 different breakdowns:

- 3.1 By source (capital markets, multilateral, bilateral, other and broken down into concessional and non-concessional)
- 3.2 By remaining maturity
- 3.3 By currency composition
- 3.4 By maturity and Interest type
- 3.5 Arrears
- 3.6 External debt service cost

Data should be in million of USD for calendar years 2020-2023 (except data by remaining maturity which is for 1 year only).



# 2024 ADM Questionnaire: Section 4 on Risk Indicators

This section has been redesigned to reduce data entry while producing more risk indicators.

The section collects and generates data on 2 areas:

- 4.1 Explicit Contingent Liabilities (government guarantees etc.)
- 4.2 Risk ratios and benchmarks

For risk ratios and benchmarks, respondent will need to input 9 indicators only. Using information entered in the Economic Data section, the Questionnaire automatically calculates some 26 debt ratios.



# 2024 ADM Questionnaire: Section on Institutional Arrangements

The ADM is arguably the only online database that provides comprehensive information on countries' institutional arrangements for cash and debt management **providing much needed context on countries debt management practices beyond quantitative assessments.**

The ADM survey collects information on 9 areas related to cash and debt management:

- 5.1 Institutional responsibilities
- 5.2 Strategies and Policies
- 5.3 Issuance and market makers
- 5.4 Stock Exchange
- 5.5 Debt recording systems
- 5.6 Information sharing and Investors Relations
- 5.7 Cash Management
- 5.8 Contingent Liabilities
- 5.9 Use of Sinking Funds

# 2024 ADM Questionnaire: Section 5 on Institutional Arrangements



- Fairly long section but questionnaire is designed to minimize data input.
- Most of the data is qualitative.
- We encourage countries to provide us with copies or links to published documents to enrich the database (legislation, policy documents, debt bulletins etc.).
- For countries that participated in 2021 ADM survey: a meeting to review data already provided will be organised.
- For countries that participated in the 2019 survey only and for new countries: this section will need to be filled from scratch with help from CABRI debt survey administrators.



Q&A

?





We look forward to working with you for completing the survey

*For any general enquiries related to the ADM survey, please email:*

*José Maurel (General enquiries from both English and French speaking countries):*

*[Jose.Maurel@cabri-sbo.org](mailto:Jose.Maurel@cabri-sbo.org)*

*For specific questions regarding filling in the ADM Questionnaire for your country, please email the debt survey administrator assigned to your country.*



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