



# Film statistics: Overview of reporting process for companies subject to the statutory reporting requirement (MU) – Films on Physical Media (pm)

1. Registration of all companies subject to statutory reporting requirement (MU) with the FOC	2. ISAN no.		3. Annual reporting of pm data: transactions & catalogue
	One-time for existing catalogue (2017)	Ongoing for new films	
<p><b>All companies subject to the statutory reporting requirement (MU)</b></p>			
<p><b>Only MU holding exploitation rights</b></p>	<p>Check if ISAN no. has already been issued</p> <p>Where necessary, generate ISAN no. and pass on this info to pm provider</p>	<p>Check if ISAN no. has already been issued</p> <p>Where necessary, generate ISAN no. and pass on this info to pm provider</p>	<p>Annual provision of data per ISAN no. and exploitation type</p> <p>Collection Checks Matching Completion</p>
<p><b>Only MU providing/selling pm</b></p>	<p>Assign ISAN no. to existing catalogue</p>		<p>Annual provision of data per ISAN no. and exploitation type</p> <p>Analysis Aggregation Publication</p>

FOC
FSO
Data collection point
ISAN Bern
Company subject to statutory reporting requirement (MU)
- Holders of pm exploitation rights only
- Providers of pm only

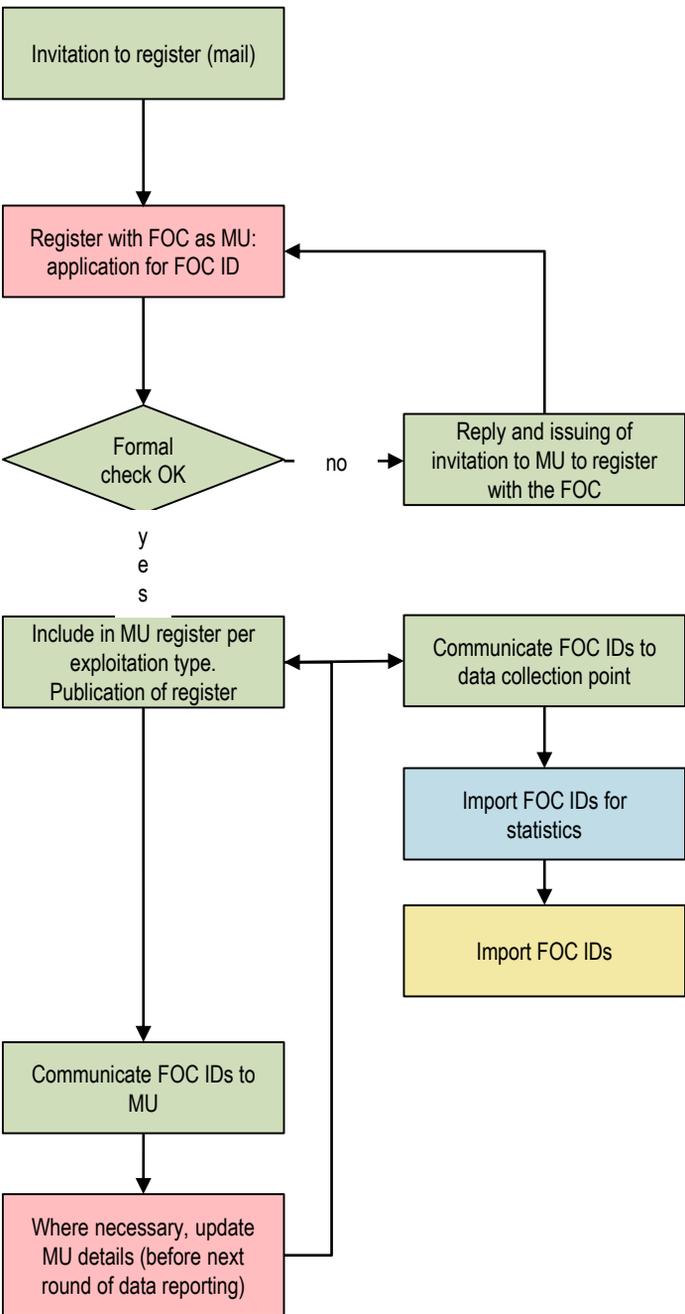


### 1. Registration of companies subject to statutory reporting requirement with the FOC

### Notes

#### 1.a. Registration and updating process for MUs

#### Notes



The following are subject to the statutory reporting requirement:

- holders of the exploitation rights, i.e. the legal entity which has acquired these rights for Switzerland.
- providers of electronic on-demand or subscription services, i.e. the legal entity which holds the rights to sell or rent the film concerned, or make the work available for viewing.

Reporting data per outlet, for example, is not required.

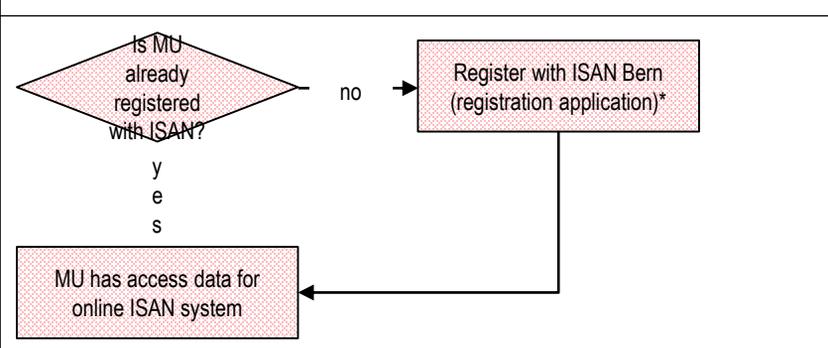
Registration using the business identification number (UID). Each legal entity will be issued with a FOC ID.

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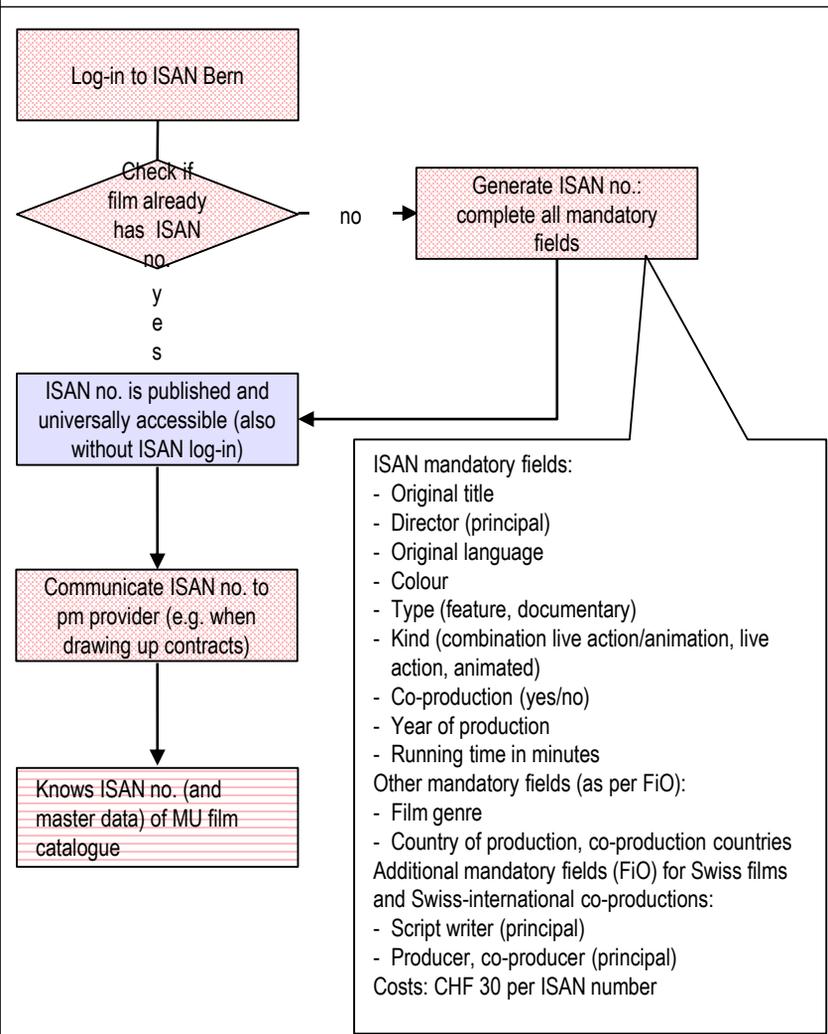
**2. ISAN no.**

**Notes**



(One-off registration per rights holder)

\* For rights holders based outside Switzerland, the point of contact for registration is the national ISAN agency in the given country. If there is no agency in the country concerned, the point of contact is ISAN-IA (International Agency based in Geneva).



ISAN number requirement  
NB: Responsibility for obtaining an ISAN number falls to the rights holder who is the first to exploit the film. An ISAN number is not mandatory for cinema theatre releases. For example, if the film is exploited as pm subsequent to the cinema theatre release, the holder of the rights to exploit the film on pm is responsible for obtaining an ISAN number insofar as such a number does not already exist (e.g. ISAN number previously obtained by the production company). When communicating the ISAN number, providers of films on physical media should indicate whether they have already entered into a contract with an exploitation rights holder.

ISAN number for large inventories  
Rather than generating an ISAN number for each film, there is the option of “matching” or “massload ISANisation”. Large inventories can be “ISANised” provided that a contract with ISAN Bern is already in place and film details have been communicated. ISAN IA then identifies existing ISAN numbers or generates new ones.

Amending master data  
If there are errors or gaps in ISAN data on an existing film, ISAN Bern or ISAN IA can be notified. They will make the necessary changes or introduce any additional information.

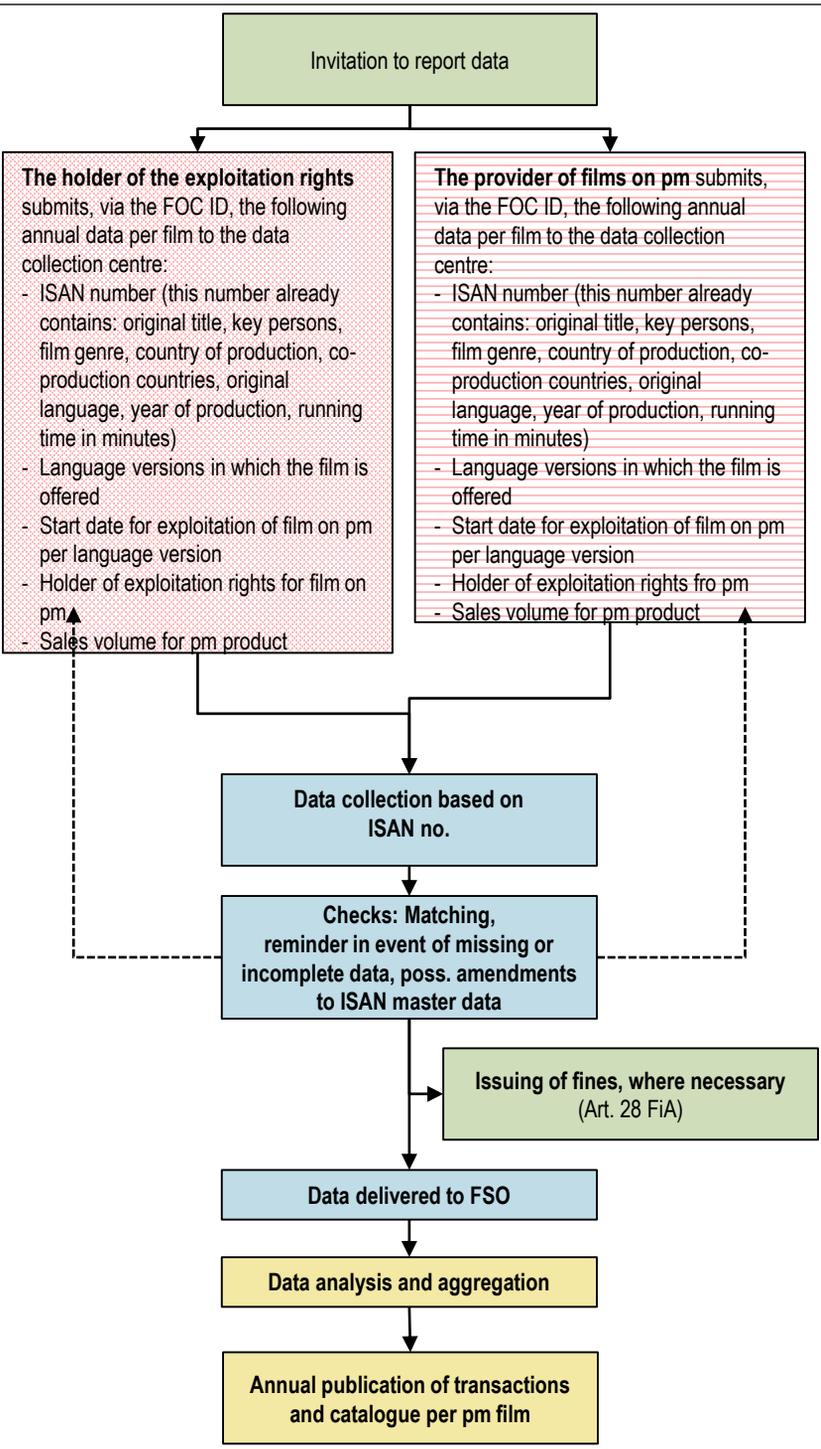
See ISAN fact sheet:  
<http://www.isan-berne.org>

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### 3. Annual reporting of pm data: transactions & catalogue

### Notes



Rental of films on pm is excluded from the data collection.

See FSO instructions for recording of data as per FiO:  
<http://www.fiv.bfs.admin.ch/>

See FSO fact sheets: <http://www.fiv.bfs.admin.ch/>

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It is possible to show the catalogue in its entirety because films that have not been sold are recorded as 0.