



ASIC
Australian Securities &
Investments Commission

Liquidator Dataset – Help File



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HELP FILE



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Getting Started

1. Purpose

This document is to provide guidance for the Liquidator Dataset files uploaded to data.gov.au by ASIC every Friday.

2. Liquidator Dataset

The Liquidator Dataset file on data.gov.au is extracted from ASIC's Registered and Official Liquidator Registers. This dataset is a point in time snapshot of Registered and Official Liquidator Register data.

The Liquidator Dataset contains publicly available information for approved and suspended Registered and Official Liquidators. See the data dictionary for fields available in the dataset.

2.1. File Format

The Liquidator Dataset is provided in a file with the extension of csv (comma separated values) and xlsx.

Note: The Liquidator Dataset csv is **not** separated by commas.

The Liquidator Dataset csv uses the 'TAB' character as the delimiter (value separator) between values in the dataset; the 'TAB' character is used in place of a comma separator because names can contain commas and therefore are not a suitable delimiter for this dataset. The csv file uses double quote encapsulation around all String datatype variables that contain either a comma (,) or double quote (").

An example of the data in the Liquidator Dataset csv is as follows

| REGISTER_NAME | LIQ_NUM | OFF_LIQ_NUM | LIQ_NAME | LIQ_START_DATE | |
|--------------------|-----------------|----------------|-------------------------|----------------|------------|
| OFF_LIQ_START_DATE | LIQ_STATUS | LIQ_SUSP_DT | LIQ_ADD_LOCAL | LIQ_ADD_STATE | |
| LIQ_ADD_PCODE | LIQ_ADD_COUNTRY | LIQ_FIRM | | | |
| Liquidator | 281382 | 303703 | "JOHN, KATHERINE SMITH" | 3/11/2004 | 15/08/2006 |
| APPR SYDNEY | NSW | 2000 Australia | BENTLEYS MRI | | |



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2.2. File interaction

The Liquidator Dataset contains approximately 600 records.

It is recommended users interact with the dataset on data.gov.au using one of the following methods:

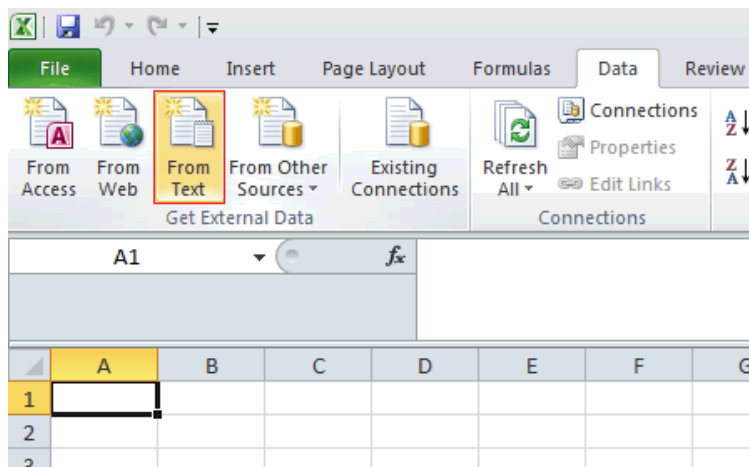
Important note: XLSX file extensions is no longer supported by CKAN as of December 2021 and any information extracted using an API method may not return up to date data. For more information, see the [CKAN website](#).

- Dataset Preview on data.gov.au
- Download the dataset from data.gov.au
- Access resource data via a web API with powerful query support (Web API information can be found in the [main CKAN Data API and DataStore documentation](#))

2.3. File Import into Excel

As the size of this database is less than the limitations of Excel we can offer the following recommended steps for importing the file into Excel.

1. Open Excel with a new blank workbook.
2. Import data by selecting the 'Data' menu and 'From Text' as the external data source.



3. Choose your file as the data source and select 'Import'.



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4. Import Wizard:

- a. Select 'Delimited' as the Original data type then select Next.

The Text Wizard has determined that your data is Delimited.
If this is correct, choose Next, or choose the data type that best describes your data.

Original data type

Choose the file type that best describes your data:

☒ Delimited - Characters such as commas or tabs separate each field.

☐ Fixed width - Fields are aligned in columns with spaces between each field.

Start import at row: 1 File origin: MS-DOS (PC-8)

Preview of file P:\Registry Reporting\Programme\Data.gov.a...\SMSF_Auditor_Register_201512.csv.

| | REGISTER_NAME | SMSF_NUM | SMSF_NAME | SMSF_STATUS | SMSF_PERSON_ABN | S |
|---|---------------|-----------|--------------------|-------------|-----------------|---|
| 1 | SMSF Auditor | 100259747 | Christopher Watson | Registered | 15/09/14 | |
| 2 | SMSF Auditor | 100259747 | Christopher Watson | Registered | 15/09/14 | |
| 3 | SMSF Auditor | 100259747 | Christopher Watson | Registered | 15/09/14 | |
| 4 | SMSF Auditor | 100259747 | Christopher Watson | Registered | 15/09/14 | |
| 5 | SMSF Auditor | 100259747 | Christopher Watson | Registered | 15/09/14 | |

Buttons: Cancel, < Back, Next >, Finish

- b. Select 'Tab' as the Delimiter by checking the box and clear the other check boxes. Then select double quotes " as the Text qualifier and select Next.

This screen lets you set the delimiters your data contains. You can see how your text is affected in the preview below.

Delimiters

☒ Tab

☐ Semicolon

☐ Comma

☐ Space

☐ Other:

☐ Treat consecutive delimiters as one

Text qualifier: " " " " " "

Data preview

| REGISTER_NAME | SMSF_NUM | SMSF_NAME | SMSF_STATUS | SMSF_PERSON_ABN | SMS |
|---------------|-----------|--------------------|-------------|-----------------|-----|
| SMSF Auditor | 100259747 | Christopher Watson | Registered | 15/09/14 | |
| SMSF Auditor | 100259747 | Christopher Watson | Registered | 15/09/14 | |
| SMSF Auditor | 100259747 | Christopher Watson | Registered | 15/09/14 | |
| SMSF Auditor | 100259747 | Christopher Watson | Registered | 15/09/14 | |

Buttons: Cancel, < Back, Next >, Finish

- c. Select 'General' for Column data format, then select Finish.



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Text Import Wizard - Step 3 of 3

This screen lets you select each column and set the Data Format.

Column data format

☒ General
☐ Text
☐ Date: DMY
☐ Do not import column (skip)

General converts numeric values to numbers, date values to dates, and all remaining values to text.

Advanced...

Data preview

| General | General | General | General | General | General |
|---------------|-----------|--------------------|-------------|-----------------|-----------------|
| REGISTER_NAME | SMSF_NUM | SMSF_NAME | SMSF_STATUS | SMSF_PERSON_ABN | SMSF_PERSON_ABN |
| SMSF Auditor | 100259747 | Christopher Watson | Registered | | 15/11/2015 |
| SMSF Auditor | 100259747 | Christopher Watson | Registered | | 15/11/2015 |
| SMSF Auditor | 100259747 | Christopher Watson | Registered | | 15/11/2015 |
| SMSF Auditor | 100259747 | Christopher Watson | Registered | | 15/11/2015 |

Cancel < Back Next > Finish

- Put the data into the Existing blank worksheet by entering '=\$A\$1' in the text box. Select OK.

Import Data

Where do you want to put the data?

☒ Existing worksheet:
=\$A\$1

☐ New worksheet

Properties... OK Cancel

Note:

Support for importing data into Excel workbooks can be found on the Microsoft website

<https://support.office.com/en-za/article/Text-Import-Wizard-c5b02af6-fda1-4440-899f-f78baf41857>



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3. Data Dictionary

The Liquidator dataset contains the following fields:

| Field | Description | Data Type | Max Length | Data Parameters |
|-------------------------|---|-----------|------------|---|
| REGISTER_NAME | The name of the register the record belongs to. | Text | 255 | String identifying the register name |
| LIQ_NUM | A unique identifying number allocated to the Registered Liquidator. | Numeric | 6 | Format: 6 digit numerical including leading zeros (e.g. 012345) |
| OFF_LIQ_NUM | A unique identifying number allocated to the Official Liquidator. | Numeric | 6 | Format: 6 digit numerical including leading zeros (e.g. 012345) Logic: IF Liquidator is registered as an Official Liquidator THEN OFF_LIQ_NUM ELSE Null |
| LIQ_NAME | The register entry name of the Liquidator. | Text | 255 | As appears on ASIC's register |
| LIQ_START_DT | The start date of the Registered Liquidator | Date/Time | 10 | Date format: DD/MM/YYYY |
| OFF_LIQ_START_DT | The start date of the Official Liquidator. | Date/Time | 10 | Date format: DD/MM/YYYY Logic: IF Liquidator is registered as an Official Liquidator THEN OFF_LIQ_START_DT ELSE Null |



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| Field | Description | Data Type | Max Length | Data Parameters |
|----------------------|--|-----------|------------|---|
| LIQ_STATUS | The registration status of the Liquidator. | Text | 4 | Values for this field are limited to the following: APPR – Approved SUSP – Suspended |
| LIQ_SUSP_DT | The start date of the Liquidator suspension. | Date/Time | 10 | Date format: DD/MM/YYYY Logic: IF LIQ_STATUS = SUSP THEN LIQ_SUSP_DT ELSE Null |
| LIQ_ADD_LOCAL | The town of the current principal place of practice address of the Liquidator. | Text | 255 | Locality from current principal place of practice address of the Liquidator. Note: Blank fields represent records with a foreign address where the locality could not be validated. |
| LIQ_ADD_STATE | The state of the current principal place of practice of the Liquidator. | Text | 3 | State from current principal place of practice address of the Liquidator. Note: Blank fields represent records with a foreign address where the state could not be validated. |



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| Field | Description | Data Type | Max Length | Data Parameters |
|------------------------|--|-----------|------------|---|
| LIQ_ADD_PCODE | The postcode of the current principal place of practice address of the Liquidator. | Numeric | 4 | Postcode from current principal place of practice address of the Liquidator. Logic: IF Country is not "Australia" THEN postcode = null ELSE show postcode |
| LIQ_ADD_COUNTRY | The country of the principal place of practice address of the Liquidator. | Text | 255 | Country from current principal place of practice address of the Liquidator. |
| LIQ_FIRM | The name of the firm for which the Liquidator is a member. | Text | 255 | This field shows current memberships only. |



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4. ASIC Connect Search

An alternative to accessing the data contained in the Liquidator Dataset is to use [ASIC Connect Search](#). You can view publicly available information and purchase extracts on the entities contained on our registers.

5. Contact

Enquiries can be directed to Access.Request@asic.gov.au