



ASIC

Australian Securities & Investments Commission

Liquidator Dataset – Help File

Contributor: Ed Whitby

Version: 1.0



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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 each month.

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 publically 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).

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 (").



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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				SYDNEYNSW	2000	Australia	BENTLEYS MRI
Liquidator	448746	448747	"OTHER, THOMAS SMITH"	23/12/2013	23/12/2013	APPR				ADELAIDE	SA	5000	Australia

2.2. File interaction

The Liquidator Dataset contains approximately 700 records.

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

- Data Explorer 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).

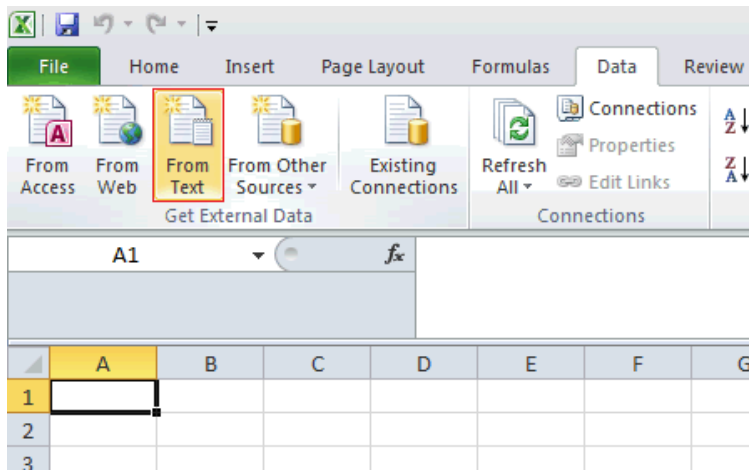
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2.3. File Import into Excel

To import the file to Excel use the following steps:

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

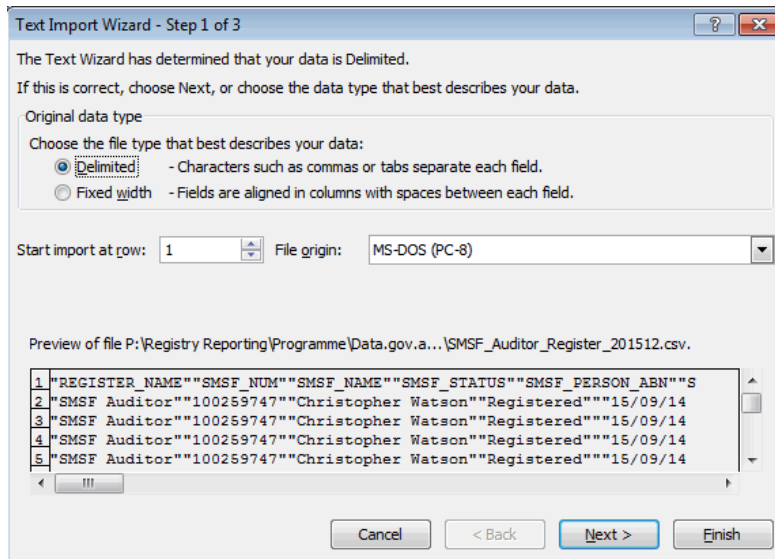


3. Choose your file as the data source and select 'Import'.

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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.

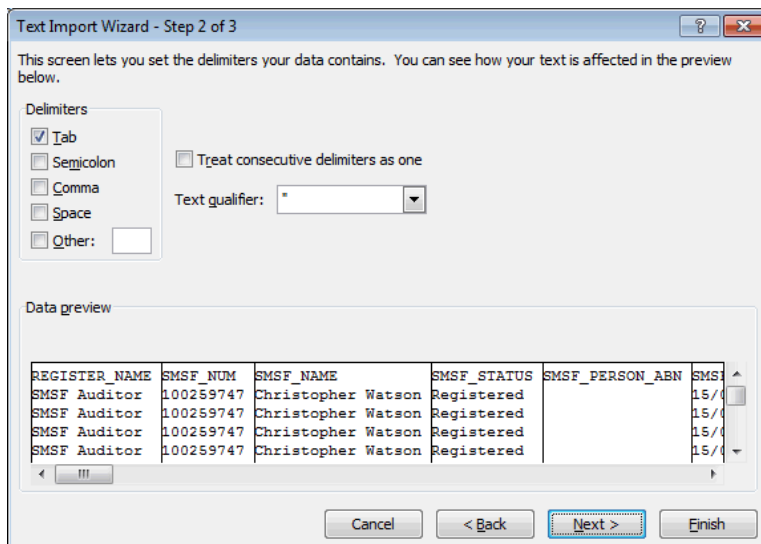
```

1 "REGISTER_NAME""SMSF_NUM""SMSF_NAME""SMSF_STATUS""SMSF_PERSON_ABN""S
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

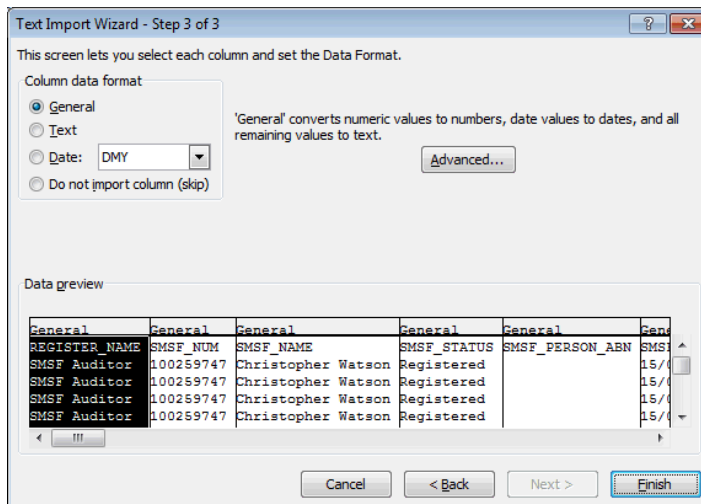
REGISTER_NAME	SMSF_NUM	SMSF_NAME	SMSF_STATUS	SMSF_PERSON_ABN	SMSF
SMSF Auditor	100259747	Christopher Watson	Registered		15/0
SMSF Auditor	100259747	Christopher Watson	Registered		15/0
SMSF Auditor	100259747	Christopher Watson	Registered		15/0
SMSF Auditor	100259747	Christopher Watson	Registered		15/0

Buttons: Cancel, < Back, Next >, Finish

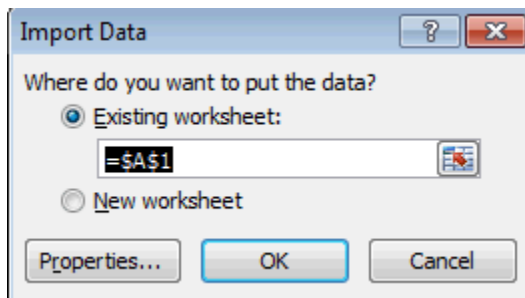
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- c. Select 'General' for Column data format, then select Finish.



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



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 publically available information and purchase extracts on the entities contained on our registers.

5. Dataset Change Log

Change	Date	Description

6. Contact

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