

GUIDELINES ON THE ELECTRONIC SUBMISSION OF THE REPORT ON COMPLIANCE WITH THE MANDATORY AGRI CREDIT UNDER R.A. NO. 10000 AND THE UPDATED FRP REPORT

BSP MEMORANDUM NO. M-2011-064, December 15, 2011

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TO :

ALL BANKS

SUBJECT :

GUIDELINES ON THE ELECTRONIC SUBMISSION OF THE REPORT ON COMPLIANCE WITH THE MANDATORY AGRI CREDIT UNDER R.A. NO. 10000 AND THE UPDATED FRP REPORT

Pursuant to Circular No. 736 dated 20 July 2011 and Memorandum No. M-2011-052 dated 16 September 2011 on the Amendments to Prudential Reports Relative to the Implementation of the Mandatory Agrarian Reform and Agricultural Credit under R.A. No. 10000, the following guidelines on the electronic submission of the new Argi report and the updated FRP report shall be observed:

Agri-Agra Submission Guidelines

- The new Agri-Agra report shall take effect starting the reporting period ending 31 December 2011 pursuant to Section 3 of Memorandum No. M-2011-052.
- The prescribed data entry template of the new Agri-Agra report can be accessed at <http://www.bsp.gov.ph/frp/templates>.
- Bank shall electronically submit the prescribed data entry template of the new Agri-Agra report within 15 banking days from reference quarter. The corresponding scanned Control Prooflist (cp) of the new Agri-Agra report (Annex A) in a compressed/ zipped file, duly notarized and signed by the authorized official with the new Agri-Agra report within the said deadline using following prescribed filenames:

Control Prooflist

Filename

Cover Pane Coverpage-AGRA-ddmmccyy.pdf

Agri-Agra Report Selected Accounts Selectedaccounts-AGRA-ddmmccyy.pdf

where ddmmccyy is the reference period (e.g. 31 dec 2011).

- 4. The data entry template of the new Agri-Agra report along with the scanned CP shall be submitted electronically to the following prescribed e-mail addresses:

E-mail Address Type of Reporting Bank

sdckb-agra@bsp.gov.ph Universal/Commercial Banks (U/KBs)

sdctb-agra@bsp.gov.ph Thrift Banks (TBs)

sdcrb-agra@bsp.gov.ph Rural/Cooperative Banks (R/CBs)

using the following required format for the subject:

"AGRA", e.g.,:

To : sdckb-agra@bsp.gov.ph

cc :

Subject : AGRA, 31 December 2011

- Banks that are unable to electronically transmit the data entry template of the new Agri-Agra report can submit said template in CD together with the corresponding CP through messengerial or postal services within the prescribed deadline to:

The Director

Supervisory Data Center (SDC)

Bangko Sentral ng Pilipinas

16th Floor, Multi-Storey Building

BSP Complex, A. Mabini Street

Malate, Manila 1004

- The prescribed data entry template for the new Agri-Agra report and other relevant attachments are also available upon request at the BSP-SDC.

- Late and/or erroneous reporting of the new Agri-Agra report shall be subjected to penalties prescribed under Subsection X192.2 of the Manual of Regulation for Bank for Category A-3 report.

FRP Submission Guidelines

- The updated FRP data entry templates (both solo and consolidated basis), the updated Simplified FRP data entry template and the corresponding prescribed database file structure incorporating the amendments on Agri-Agra can be accessed at <http://www.bsp.gov.ph/frp/templates> or requested from the BSP-SDC.

- The updated FRP/Simplified FRP shall be adopted starting with the reporting period ending 31 December 2011 pursuant to Section 3 of Memorandum No. M-2011-052.

- Consistent with the existing FRP submission guidelines, the updated FRP/Simplified FRP data entry templates shall continue to be submitted electronically to the following prescribed e-mail addresses:

E-mail Address Type of Reporting Bank

sdckb-frp@bsp.gov.ph Universal/Commercial Banks (U/KBs)

sdctb-frp@bsp.gov.ph Thrift Banks (TBs)

sdcrb-frp@bsp.gov.ph Rural/Cooperative Banks (R/CBs)

- Banks shall electronically transmit the scanned Control Prooflist (CP) of the updated FRP/Simplified FRP in a compressed/zipped file, duly notarized and signed by the authorized official of the reporting bank to the above e-mail address within the required submission deadline using the following prescribed filenames:

Control Prooflist

Filename

Cover Page Coverpage-FRP-ddmmccyy.pdf

Balance Sheet Accounts page 1 BSI-FRP-ddmmccyy.pdf

Balance Sheet Accounts page 2 BS2-FRP-ddmmccyy.pdf

Income Statement Accounts page 1 IS1-FRP-ddmmccyy.pdf

Income Statement Accounts page 2 IS2-FRP-ddmmccyy.pdf

Where ddmmccyy is the reference period (e.g. 31dec2011).

- Penalties for late and/or erroneous reporting of the FRP as provided for under existing regulation shall continue to apply. For compliance.

(SGD.) NESTOR A. ESPENILLA, JR.

Deputy Governor

15 December 2011

See Memorandum No. M-2011-064 Annex A : Report on Compliance with the Mandatory Agri Agra Credit) : 108 OG No. 23, 2753 and 2754 (June 4, 2012)

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