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

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Adopted: 15 December 2011
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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 Agri Agra 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.

- Banks shall electronically submit the prescribed data entry template of the new Agri- Agra report within 15 banking days from reference quarter. The new corresponding scanned Control Prooflist (CP) of the new Agri-Agra report (Annex A) in a compressed/ zipped filed, duly notarized and signed by the authorized official of the reporting bank shall be electronically submitted together with the new Agri-Agra report within the said deadline using the following prescribed filenames:

Control Prooflist
Filename

Cover Page

Coverpage-AGRA-ddmmmccyy.pdf

Agri-Agra Report Selected Accounts

Selectedaccounts-AGRA-ddmmmccyy.pdf

where ddmmmccyy is the reference period (e.g. 31dec2011).

- 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

Universaly/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 templates 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 subject to penalties prescribed under Subsection X192.2 of the Manual of Regulations for Banks 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 templates 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

Universaly/Commercial Banks (U/KBs)

sdctb-frp@bsp.gov.ph

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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-ddmmmccyy.pdf

Balance Sheet Accounts page 1

BS1-FRP- ddmmmccyy.pdf

Balance Sheet Accounts page 2

BS2-FRP-ddmmmccyy.pdf

Income Statement Accounts page 1

IS1-FRP-ddmmmccyy.pdf

Income Statement Accounts page 2

IS2-FRP-ddmmmccyy.pdf

where ddmmmccyy is the reference period (e.g. 31dec2011).

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

For compliance.

(SGD.) NESTOR A. ESPENILLA
Deputy Governor

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