



BANGKO SENTRAL NG PILIPINAS

FINANCIAL SUPERVISION SECTOR | OFFICE OF THE DEPUTY GOVERNOR

MEMORANDUM NO. M-2025- 023

To : **ALL BANKS AND NON-BANKS WITH QUASI-BANKING FUNCTIONS (NBQBS)**

Subject : **Guidelines on the Submission of the Report on Demand Deposit Account (DDA) Reconciliation Statement using Extensible Mark-up Language (XML) Format through Prudential Reporting Innovation and Monitoring Engine (PRIME)**

Pursuant to Section 315 of the Manual of Regulations for Banks (MORB) and Section 312-Q of the Manual of Regulations for Non-Bank Financial Institutions (MORNBFI), all banks and NBQBs shall observe the following guidelines relative to the submission of the Demand Deposit Account (DDA) Reconciliation Statement using Extensible Mark-Up Language (XML) format through the Prudential Reporting Innovation and Monitoring Engine (PRIME) beginning reference period 31 December 2025 report:

1. The XML Schema Definition (XSD), Control Prooflist (CP), and Report Template can be downloaded from the Report Details module of the PRIME under the BSP Relationship Management System (BRMS), which can be accessed at <https://brms.bsp.gov.ph> using the latest version of web browsers.
2. The generated XML, together with the scanned CP, duly signed by the authorized officials of the reporting BSP Supervised Financial Institutions (BSFIs), shall be submitted within the prescribed deadline via the PRIME facility in accordance with the following specifications:

Report Code	Files for Submission	File extension/ Format
DDA	DDA	Report in XML
	Control Prooflist	CP in PDF

3. The parallel run of the DDA shall begin with reference period 30 June 2025 through the use of the Sandbox module of PRIME.
4. The live submission of DDA in PRIME shall start with reference period 31 December 2025. Accordingly, covered BSFIs shall discontinue its submission of the report through the BSP Financial Institution Portal.

For Banks

5. Detailed guidelines on the implementation of API-based submission via machine-to-machine modality and the use of the PRIME Submission Portal of covered institutions are provided in Memorandum No. M-2023-022 dated 20 July 2023.

For NBQBs

6. NBQBs shall continue to use the official registered PRIME accounts of the authorized officers named in their submitted registration forms under Memorandum No. M-2017-028 dated 11 September 2017.
7. In generating their XML reports, NBQBs may use either their own XML converter facility or BSP XML converter facility, which is made available in PRIME under the BRMS until otherwise advised.
8. NBQBs shall submit their generated XML report through machine-to-machine modality using the NBQB's chosen process as coordinated with the BSP. In case submission via machine-to-machine is not yet available, NBQBs may use the PRIME Submission Portal under the BRMS until further notice.

Other Submission Guidelines

9. Report submissions should continue to comply with existing BSP reporting standards. It likewise follows that only files prescribed by the BSP for the report shall be accepted, subjected to validation and applicable penalties for reporting violations as provided under Section 171/172-Q of the Manual of Regulations for Banks (MORB)/ Manual of Regulations for Non-Bank Financial Institutions (MORNBI).
10. Queries regarding the DDA, its related regulations, and guidelines shall be sent via e-mail to **ACRG-FIS@bsp.gov.ph** following the prescribed subject format: [INQUIRY] DDA.
11. This issuance supersedes Memorandum No. M-2022-009 dated 07 February 2022 and Memorandum No. M-2022-037 dated 10 August 2022.

For compliance.


Digitally signed by Chuchi G.
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Date: 2025.07.21 15:02:08 +08'00'
CHUCHI G. FONACIER
Deputy Governor

21 July 2025