



# *Bangko Sentral ng Pilipinas*

## OFFICE OF THE DEPUTY GOVERNOR SUPERVISION AND EXAMINATION SECTOR

MEMORANDUM NO. M-2007 - 028

To : **ALL PAWNSHOPS**

Subject : **Guidelines on the Submission of Consolidated Statement of Condition (CSOC) and Consolidated Statement of Income and Expense (CSIE)**

Pursuant to Section 4162P of the Manual of Regulations for Non-Bank Financial Institutions (MORNBFI), the following guidelines and procedures shall be observed by pawnshops relative to the submission of the Consolidated Statement of Condition (CSOC) and the Consolidated Statement of Income and Expense (CSIE) to the Bangko Sentral ng Pilipinas (BSP):

1. Effective with the end-December 2007 reports, the annual CSOC and CSIE shall be directly submitted to:

The Office of the Director  
Supervisory Data Center  
16<sup>th</sup> Floor, Multi-Storey Building  
Bangko Sentral ng Pilipinas,  
A. Mabini Street, Malate, Manila 1004

2. The CSOC/CSIE reports shall be submitted on a consolidated basis (i.e. head office plus branches). Branches of pawnshops are not required to submit their individual reports to BSP. For head offices, a separate schedule listing all its branches shall be attached to the CSOC/CSIE. A template of the pro-forma schedule is attached as Annex A.
3. The CSOC/CSIE shall be submitted annually on or before 31 January following end of the reference year. Late and/or erroneous reporting shall be subject to penalty in accordance with existing regulations.

For further inquiries, please contact the following at (632) 5247011:

Ms. Rizalina J. Veron at local 2706 or [rveron@bsp.gov.ph](mailto:rveron@bsp.gov.ph),  
Ms. Elizabeth R. Endaya at local 2414 or [eendaya@bsp.gov.ph](mailto:eendaya@bsp.gov.ph),  
Ms. Nancy A. Empleo at local 2706 or [nempleo@bsp.gov.ph](mailto:nempleo@bsp.gov.ph).

For compliance.

  
NESTOR A. ESPENILLA, JR.  
Deputy Governor

24 September 2007

Attachment

PANANALAPING MATATAG, BANSANG PANATAG

Year 20 \_\_\_\_\_

Name of Pawnshop: \_\_\_\_\_

Address of Main/Head Office: \_\_\_\_\_

|     | Branch | Address of Pawnshop |                            |          |
|-----|--------|---------------------|----------------------------|----------|
|     |        | No. and Street      | Barangay/Municipality/City | Province |
| 1.  |        |                     |                            |          |
| 2.  |        |                     |                            |          |
| 3.  |        |                     |                            |          |
| 4.  |        |                     |                            |          |
| 5.  |        |                     |                            |          |
| 6.  |        |                     |                            |          |
| 7.  |        |                     |                            |          |
| 8.  |        |                     |                            |          |
| 9.  |        |                     |                            |          |
| 10. |        |                     |                            |          |
| 11. |        |                     |                            |          |
| 12. |        |                     |                            |          |
| 13. |        |                     |                            |          |
| 14. |        |                     |                            |          |
| 15. |        |                     |                            |          |
| 16. |        |                     |                            |          |
| 17. |        |                     |                            |          |
| 18. |        |                     |                            |          |
| 19. |        |                     |                            |          |
| 20. |        |                     |                            |          |
| 21. |        |                     |                            |          |
| 22. |        |                     |                            |          |
| 23. |        |                     |                            |          |
| 24. |        |                     |                            |          |
| 25. |        |                     |                            |          |
| 26. |        |                     |                            |          |
| 27. |        |                     |                            |          |
| 28. |        |                     |                            |          |
| 29. |        |                     |                            |          |
| 30. |        |                     |                            |          |
| 31. |        |                     |                            |          |
| 32. |        |                     |                            |          |
| 33. |        |                     |                            |          |
| 34. |        |                     |                            |          |
| 35. |        |                     |                            |          |
| 36. |        |                     |                            |          |
| 37. |        |                     |                            |          |
| 38. |        |                     |                            |          |
| 39. |        |                     |                            |          |
| 40. |        |                     |                            |          |

CERTIFIED CORRECT:

\_\_\_\_\_  
(Signature Over Printed Name)\_\_\_\_\_  
(Designation)