



Bangko Sentral ng Pilipinas

MAYNILA, PILIPINAS

SUPERVISION AND EXAMINATION SECTOR
OFFICE OF THE DEPUTY GOVERNOR

CIRCULAR LETTER

TO : ALL COMMERCIAL BANKS, THRIFT BANKS AND RURAL BANKS

**SUBJECT : ELECTRONIC TRANSMISSION OF THE REPORT ON COMPLIANCE WITH THE
MANDATORY CREDIT ALLOCATION WITH SMALL AND MEDIUM ENTERPRISES**

Hereunder are the additional clarificatory guidelines to implement Circular Letter to All Commercial Banks, Thrift Banks and Rural Banks dated January 4, 2001, which gives banks the option to submit electronically (via cc:mail, internet or in diskette form) to BSP effective for the quarter-end March 2001, the quarterly Report on Compliance with Mandatory Credit Allocation Required under R. A. No. 6977, as amended by R. A. No. 8289:

1. The report shall be transmitted in EXCEL format saved as Formatted Text (Space delimited) with extension name .prn
2. Upon transmission of the report, the bank shall also fax (fax #523-34-61) the notarized Control Prooflist duly signed by the authorized officer of the bank (Annex B attached, as revised). The **original notarized Control Prooflist** shall likewise be submitted directly by each bank to the **Supervisory Reports and Studies Office, Bangko Sentral ng Pilipinas**. If the bank can submit the original notarized Control Prooflist on the same day the report was electronically submitted, there is no need to fax the notarized Control Prooflist.
3. Valid values for fields in the data structures shall be the following:

For all reports:

- a. Valid values for BKIND (Industry Code) field are the ff. and should be numeric:

00 for KBs (Commercial Banks)
01 for SMBs (Savings and Mortgage Banks)
02 for PDBs (Private Development Banks)
03 for SSLAs (Stock Savings and Loan Associations)
04 for RBs (Rural Banks)
05 for SGBs (DBP, Landbank and Al Amanah Bank)

- b. DESC (Account Description) field may be left blank.

- c. Amounts should be entered up to the last centavo.

For Main Report (SMEMAIN)

- a. Valid values for SUBCODE (Subsidiary Code) field are the ff. and should be numeric:

00000 - if amount is for parent bank
subcode - if amount is for subsidiary of bank
(for valid subcode of subsidiary, inquire from SRSO)
888888 - if amount is sum of amounts for all subsidiaries of the bank
999999 - if amount is sum of amounts for parent bank and all its subsidiaries

- b. Record No. 55 (Small Enterprises) should not be included in file.

- c. Record Nos. 210 to 241 (Percent of Compliance) should be in percent.

Ex. 100.00 for 100% or 92.25 for 92.25%

For Schedule 1B (SME01B)

- a. Amounts for record nos. 105 to 150 should use the amount fields (AMT1 to AMT6).

For Schedule 1C (SME01C)

- a. Use record nos. 126 to 149 for other qualified special financing programs not listed in the form.

Also attached are the formats of the main report and supporting schedules, as revised.

ALBERTO V. REYES
Deputy Governor

March 23 2001

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MAG-IMPOK SA BANGKO