



BANGKO SENTRAL NG PILIPINAS

OFFICE OF THE GOVERNOR

MEMORANDUM NO. M-2024- 002

To : **ALL REGULATORY SANDBOX APPLICANTS/PROPONENTS**

Subject : **Guidelines on the Submission of Regulatory Sandbox Applications and Communications through the BSP Regulatory Sandbox Mail-in Account**

Pursuant to Circular No. 1153 on the Regulatory Sandbox Framework dated 05 September 2022, all regulatory sandbox applications, inquiries, and other correspondences shall observe the following guidelines on the submission of applications and communications through the BSP Regulatory Sandbox Mail-in Account:

1. Effective 15 January 2024, all applications and communications relative to the Regulatory Sandbox shall be transmitted electronically to the Sandbox Oversight Team (SOT) through the email address: bspregulatorysandbox@bsp.gov.ph.
2. Applicants shall strictly apply the prescribed format for the subject line, as follows:

RSBX_APPLICATION_<APPLICANT Name>_<application date (DDMMYYYY)>

Example: RSBX_APPLICATION_XYZ, Inc._31 Jan 2024

3. For those with ongoing applications, use the following subject format:

RSBX_<APPLICATION NO. (to be provided by the SOT)>_SHORT DESCRIPTION OF SUBJECT MATTER

Example: RSBX_202403-0001_Submission of Status Report

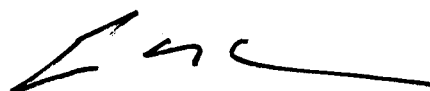
4. For other inquiries/clarifications, the subject format below should be followed:

RSBX_INQUIRY_<ENTITY NAME>_<SHORT DESCRIPTION OF NATURE OF INQUIRY/CLARIFICATION>

Example: RSBX_INQUIRY_XYZ, Inc._Clarification on Testing Period

5. Failure to use the prescribed subject line format will result in the failure of delivery of the email to the SOT.
6. Non-receipt of an acknowledgement email from the bspregulatorysandbox@bsp.gov.ph account within the day shall mean failure of delivery of the message.
7. The auto-generated reply/notice from the bspregulatorysandbox@bsp.gov.ph account shall be considered as duly received by the BSFI absent notification from the BSP system of the failure of delivery.

For immediate implementation and guidance.



ELI M. REMOLONA, JR.
Governor

10 January 2024

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