



BANGKO SENTRAL NG PILIPINAS
OFFICE OF THE DEPUTY GOVERNOR
SUPERVISION AND EXAMINATION SECTOR

MEMORANDUM NO. M-2016-025

To : ALL UNIVERSAL AND COMMERCIAL BANKS (UKBs), THEIR SUBSIDIARY THRIFT BANKS (TBs), AND ALL NON-BANKS WITH QUASI-BANKING FUNCTION (NBQBs)

Subject : Guidelines on the Electronic Submission of the Report on Repurchase Agreements of Banks/Quasi-Banks (REPO Report)

Pursuant to BSP Circular No. 923 dated 31 August 2016 on the Report on Repurchase Agreements of Banks/Quasi-Banks, the following submission guidelines shall be observed:

1. The prescribed Data Entry Template (DET) and the corresponding control prooflist (CP) of the REPO Report can be downloaded from http://www.bsp.gov.ph/SES/reporting_templates or requested from the BSP-Supervisory Data Center (SDC). The same DET shall be used for both the one-time pilot run reporting as well as the regular monthly reporting prescribed under Section 3 of Circular No. 923.
2. The prescribed DET of the REPO Report together with the scanned copy of the CP in Portable Document Format (PDF) duly notarized and signed by authorized officials of the reporting bank/NBQB shall be submitted within the deadlines provided under Section 3 of Circular No. 923 to the following e-mail addresses:

Type of Institution	E-mail Address
Universal and Commercial Banks (UKBs)	sdckb-repo@bsp.gov.ph
Thrift Banks (TBs)	sdctb-repo@bsp.gov.ph
Non-Banks with Quasi-Banking Function (NBQBs)	sdcnbqb-repo@bsp.gov.ph

using the prescribed format for the subject, as follows:

“REPO <Bank Name>, <month-end>”, as illustrated below:

To : sdckb-repo@bsp.gov.ph
Subject : REPO <Bank Name>, 30 November 2016

and using the following prescribed file names:

File	Name
Data Entry Template	REPO.xls
Control Prooflist	REPO-CP.pdf

3. Banks/NBQBs that are unable to transmit electronically can submit the DET and its accompanying scanned CP in CD form through messengerial or postal services within the prescribed deadline to:

The Director
Supervisory Data Center (SDC)
Bangko Sentral ng Pilipinas
11th Floor, Multi-Storey Building
BSP Complex, A. Mabini Street
Malate, Manila 1004

4. In accordance with BSP Memorandum No. M-2016-015 dated 16 November 2016, only electronic submissions originating from officially registered e-mail address/es of Banks/NBQBs shall be recognized and accepted by the SDC. Same registered e-mail address/es shall be used by the SDC in electronically acknowledging the submitted report and transmitting the corresponding validation results.
5. Report submissions that do not conform to the above prescribed procedures shall not be accepted and, thus, considered unsubmitted. It likewise follows that only the DET and CP prescribed by the BSP for the REPO Report shall be deemed compliant with the existing reportorial requirements and standards subject to validation and applicable penalties for late and/or erroneous reporting for Category B reports as prescribed under Subsection X192.2 of the Manual of Regulations for Banks and Subsection 4192Q.2 of the Manual of Regulations for Non-Bank Financial Institutions.

For compliance.


NESTOR A. ESPENILLA, JR.
Deputy Governor

28 December 2016