



Bangko Sentral ng Pilipinas

MAYNILA, PILIPINAS

MEMORANDUM

SUPERVISION AND EXAMINATION SECTOR
OFFICE OF THE DEPUTY GOVERNOR

TBD-2002-10-13

CIRCULAR LETTER

TO: ALL THRIFT BANKS

SUBJECT: PUBLISHED STATEMENT OF CONDITION

To align with the electronic transmission of reports required from thrift banks under Circular 270 dated December 19, 2000, all thrift banks shall submit via electronic mail to the Supervisory Reports and Studies Office (SRSO), the quarterly Published Statement of Condition (PSOC) as of prescribed call date effective for the quarter December 2002.

Banks may secure a copy of the template for PSOC from SRSO, which shall be sent via e-mail, upon request, or by diskette, which could be obtained from SRSO.

All thrift banks shall comply with the following guidelines:

1. The duplicate PSOC shall be submitted electronically in accordance with existing deadlines using either Cc:mail or E-mail with the same address at srso-pubcsocb@bsp.gov.ph.
2. Amount shall be in absolute figures.
3. Existing regulations on imposition of penalties for delayed/erroneous reporting shall continue to apply.
4. Upon transmission of the PSOC template file, the bank shall also fax the notarized Control Prooflist on the contents of the data sent via electronic mail to BSP-SRSO. Original copy of the control prooflist, the PSOC and

ITAGUYOD ANG PHILIPPINES 2000



MAG-IMPOK SA BANGKO

the Publisher's Certificate shall likewise be submitted to the appropriate supervising department.

5. SRSO shall run an official validation test on the reports submitted using the same program provided to banks. Banks shall be promptly advised on the validation results and shall be required to correct reports when necessary.

In the absence of an online facility with the BSP or in areas where there is no internet service or cc:mail online facility and/or in cases of poor or uncertain power supply, banks concerned shall be allowed to submit in diskette or hard copy in accordance with herein prescribed format.

All queries may be addressed to SRSO, c/o Mrs. Milagros F. Ayuyao at telephone no. 524-7754 or Mrs. Esther N. Cruz at telephone no. 523-9538.


ALBERTO V. REYES
Deputy Governor

21 October, 2002

Published Statement of Condition

Head Office

Bank Code

As of Call Date : _____

Assets	Record Number	Amount
Cash and Cash Items	10	0.00
Due from Bangko Sentral	15	0.00
Due from Other Banks	20	0.00
Interbank Loans Receivable	25	0.00
Trading Account Securities (Net)	30	0.00
Investments in Bonds and Other Debt	35	0.00
Loans, Discounts and Advances (Net)	40	0.00
Equity Investments (Net)	45	0.00
Bank Premises, Furniture, Fixtures (Net)	50	0.00
Other Assets (Net):	55	0.00
a. Property Owned/Acquired	60	0.00
b. Others	65	0.00
TOTAL ASSETS	70	0.00
Demand Deposits	75	0.00
Savings Deposits	80	0.00
Time Deposits	85	0.00
Special/Other Deposits	90	0.00
Due to Bangko Sentral	95	0.00
Due to Banks	100	0.00
Outstanding Checks/Payment Orders	105	0.00
Bills Payable	110	0.00
a. CB-Rediscounts/Special Programs	115	0.00
b. BSP-Other Advances	120	0.00
c. Interbank Borrowings	125	0.00
d. Deposit Substitutes	130	0.00
e. Others	135	0.00
Unearned Income and Other Deferred Credits	140	0.00
Other Liabilities	145	0.00
TOTAL LIABILITIES	150	0.00
Capital Stock	155	0.00
Surplus	160	0.00
Surplus reserves	165	0.00
Appraisal Increment Reserve	170	0.00
TOTAL CAPITAL ACCOUNTS	175	0.00
TOTAL LIABILITIES AND CAPITAL ACCOUNTS	180	0.00

Published Statement of Condition

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Head Office

Bank Code

As of Call Date : _____

Contingent Account	Record Number	Amount
Unused Commercial Letters or Credit	185	0.00
Bills for Collection	190	0.00
Spot Exchange Bought	195	0.00
Spot Exchange Sold	200	0.00
Assets Held Under Trust & Inv Mgmt Agreements		
Invested in:	205	0.00
Government Securities	210	0.00
Other Sec, Debt Inst & Shares of Stocks	215	0.00
Loans and Discounts	220	0.00
Other Assets	225	0.00
Accountabilities:	230	0.00
Trust and Other Fiduciary	235	0.00
Common Trust Funds	240	0.00
Investment/Fund Management	245	0.00
Unearned Income and Other Accountabilities	250	0.00
Other Contingent Accounts	255	0.00
Total Contingent Accounts	260	0.00
Other Information:		
1. Deposit of:		
a. Government	270	0.00
b. Banks	275	0.00
c. Trust Department	280	0.00
2. a. Total Non-Performing Loans	285	0.00
b. Classified Loans and Other Risk Assets	290	0.00
c. General Loan Loss Reserve	295	0.00
d. Specific Loan Loss Reserve	300	0.00
e. Total DOSRI Loans/Advances	305	0.00
f. Past Due DOSRI Loans Advances	310	0.00
g. Ratio of Non-Perf Loans to Total Loan Portfolio	315	0.00
h. Ratio of Tot DOSRI Ln/Adv to Tot Ln Portfolio	320	0.00
i. Ratio of Past Due DOSRI to Tot Loan Portfolio	325	0.00
j. Return on Equity (ROE)	330	0.00
3. Compliance with Magna Carta Law:		
a. Prescribed Ratio of Comp for 6% (Small Ent)	335	0.00
b. Prescribed Ratio of Comp for 2% (Med Ent)	340	0.00

INSTRUCTIONS TO FOLLOW IN USING THE PSOC TEMPLATE

1. Notice there are two templates: _____ and _____
 . If the operating system of the computer you are using is lower than Microsoft's '98 version, use *PSOC Template-lower.xlt*, otherwise (Microsoft Windows '98 and higher), use *PSOC Template.xlt*.
2. To check the version of your PC's operating system, click **Start** then **Settings** then **Control Panel**. Double click the **System icon**. In the **General tab**, your operating system is indicated under the System title. Example: *System: Microsoft Windows 98*.
3. After the correct template was chosen, double click to open the template. Choose **Enable Macros**. The difference between the lower template and the other one is on the date entry. If you are using the normal template, just click the pull-down button and select a day to set the *Call Date*. On the other hand, in using the lower version of the template (Operating System is lower than MS '98 version), manually type the *Call Date* in the space provided in this format: *ccyy mm dd* or *ccyy-mm-dd* or *mm dd ccyy* or *mm-dd-ccyy* or manually type the whole date, example March 30, 2002. Either way whatever kind of date entry you will choose, the end-result of the *Call Date* format after you press Enter should be the spelled out name of the month then the day, a comma, and the 4-digit year (as in March 30, 2002). Any other date format is invalid. Examples of such are *Sept 30, 2002*, *30 Sept, 2002*, *03/03/02*, and the like.
4. Fill up all information needed (bank code, bank name). Choose the bank industry by clicking the pull-down button then click the industry name. After all information with your institution is written, input the amounts needed under the *Amounts* column. Note: You don't need to input any amount in the gray area. Excel will automatically compute the subtotals and totals for you.
5. Do not put any additional revisions (font colors or additional columns) in the template to avoid errors in validation. After all entries are made, save your work. Excel will automatically make a separate copy of your work and save it with an extension of .xls.
6. You can rename your file. Just make sure you don't change the extension of your file.

TB PSOC
CONTROL PROOFLIST
Revised 2001

Submission: Original - DTBNBFI
Duplicate - SRSO

Name of Bank Code

Address

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As of (Call Date)

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TB PSOC

Republic of the Philippines)
S.S.

I solemnly swear that all matters set forth in this report are true and correct to the best of my knowledge and belief.

(Signature of Authorized Officer over Printed Name

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____, 20____ affiant exhibiting his/her Community Tax Certificate
No. _____ issued at _____ on _____.

NOTARY PUBLIC

Until _____, 20____
PTR No. _____

Doc. No. _____
Page No. _____
Book No. _____
Series No. _____