

**[BSP CIRCULAR NO. 270, SERIES OF 2000,
December 19, 2000]**

REPORTING REQUIREMENTS OF THRIFT BANKS

To complete the rationalization and simplification of reports required from thrift banks, the Monetary Board, in its Resolution No. 2029 dated November 17, 2000 approved the following:

1. Effective January 1, 2001, banks shall adopt the updated Manual of Accounts for Thrift Banks (**Annex AA**).
2. Effective January 1, 2001, banks shall implement the revisions in reporting requirements enumerated in **Annex 1**.
3. Starting January 1, 2001, all thrift banks shall transmit electronically the reports and schedules presently required to be submitted in diskette form, but incorporating the foregoing report format revisions. At present, these reports include the following:
 - a. TB Form 1, Consolidated Daily Report of Condition (CDRC)
 - b. TB Form 2, Consolidated Statement Of Condition (CSOC)
 - c. TB Form 5, Consolidated Statement of Income, Expenses and Surplus (Free)
 - d. TB Form 20A, Report on Peso-Denominated Common Trust Funds and Other Similarly Managed Funds, and
 - e. TB Form 20B, Report on Trust and Other Fiduciary Accounts-Others.

After January 1, 2001, other required reports shall also be transmitted electronically, within a time frame to be determined by the BSP's Supervisory Reports and Studies Office.

1. Banks shall adopt the General Ledger- Subsidiary Ledger (GLVSL) format of reporting, as embodied in the following documents:
 - a. Manual of Unified Reports (**Annex BB**)
 - b. Manual of Usage and Frequency Matrices (**Annex CC**), and
 - c. Manual of References Files (**Annex DD**)

under the following phases of implementation:

Phase 1. Starting April 1, 2001, thrift banks shall transmit through communication lines the GENERAL LEDGER ACCOUNTS of the Regular/FCDU and Trust Books.

Phase 2. Starting August 1, 2001, thrift banks shall transmit through communication lines the TRANSACTION REPORT FORMS in the required frequency. In addition, they shall also transmit the SUBSIDIARY LEDGERS of the Regular /FCDU and Trust Books in stages to be agreed upon by BSP and the Chamber of Thrift Banks

Phase 3. Starting November 1. 2001, thrift banks shall transmit through communication lines the SPECIAL FORMS in the required frequency

Adopted: 19 Dec. 2000

(SGD.) RAFAEL BUENAVENTURA
Governor

ANNEX 1

**Revisions in Reporting Requirements for Thrift Banks
Effective January 1, 2001**

1. Discontinue submission of the following reports:
 - a. Semestral report, TB Form 10, "Contingent Accounts of Directors/Officers/Stock-holders/Related Interests" and,
 - b. Quarterly report, TB Form 15, "Schedule of Total Assets and Networth of Borrowers, Issuers, Lessees and Accountees Reported in Section I to VII of TBN Form 15"
2. Change the frequency of submission of the following reports:
 - a. TB Form 3, Sch. 3D, "Aging of Loans and Selected Receivables" - change from semestral to quarterly (15 banking days after end of reference quarter)
 - b. TB Form 7, "List of Stockholders and their Stockholdings" - Complete list, change from semestral to annually (12 banking days after end of calendar year); changes only, to be submitted quarterly (7 banking days after end of reference quarter)
 - c. TB Form 16, "Report on Reconciling Items Outstanding for more than Six Months on the Due from/Due to Head Office, Branches and Agencies Account (By Banking Unit)" -change from semestral to quarterly (30 banking days after end of reference quarter)
 - d. TB Form 17, **"Report on Outstanding Loans Secured by Pledges/Assignment of shares of Stocks of Other Banks/NBQBs"** - change from quarterly to semestral (15 banking days after end of reference semester)
3. Adopt the following required report forms (refer to Manual of References Files, Annex DD):