



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

MEMORANDUM NO. M-2018-008

To : ALL SUBSIDIARY THRIFT BANKS, RURAL BANKS, COOPERATIVE BANKS AND NON-BANKS WITH QUASI BANKING FUNCTION OF UNIVERSAL BANKS AND COMMERCIAL BANKS

Subject : Guidelines on the Electronic Submission of the Basel III Liquidity Coverage Ratio (LCR) Report During the Observation Period

Pursuant to BSP Circular No. 996 dated 8 February 2018 on the Amendments to the Liquidity Coverage Ratio Framework and Minimum Prudential Liquidity Requirements for Stand-alone Thrift Banks, Rural Banks, Cooperative Banks and Quasi-Banks, the following submission guidelines shall be observed for the quarterly submission of the LCR Report during the observation period until 31 December 2018:

1. The prescribed Data Entry Template (DET) and the corresponding control prooflist (CP) of the LCR Report can be downloaded from http://www.bsp.gov.ph/SES/reporting_templates or requested from the BSP-Supervisory Data Center (SDC).
2. Beginning quarter ending March 2018, the prescribed DET of the LCR Report together with the scanned copy of the CP in Portable Document Format (PDF) signed by authorized officials of the reporting BSP Supervised Financial Institution (BSFI) shall be electronically transmitted within 15 and 30 banking days after the end of the quarter for solo and consolidated reports, respectively, to the following e-mail addresses:

Type of Institution	E-mail Address
Thrift Banks	sdctb-lcr@bsp.gov.ph
Rural and Cooperative Banks	sdcrb-lcr@bsp.gov.ph
Non-Banks with Quasi Banking Function	sdcnbqb-lcr@bsp.gov.ph

using the prescribed format for the subject, as follows:

“LCR <BSFIname>, <Reference Period>”, as illustrated below:

To : sdctb-lcr @bsp.gov.ph
Subject : LCR BSFI Name, 31 March 2018

and using the following prescribed file names:

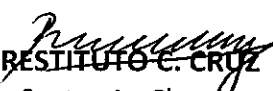
File	Name
Data Entry Template	LCR-Solo- <i>currency</i> .xls LCR-Conso- <i>currency</i> .xls where <i>currency</i> is the name of the reported currency such as "USD", "CHF", etc. For reporting in single currency terms as defined in Circular No. 996, use "SingleCurrency"
Control Prooflist	LCR- <i>basis</i> -Control Prooflist.pdf where <i>basis</i> is the type of report (i.e., solo or conso)

3. The submission guidelines for the LCR Report after the observation period shall be covered by a separate issuance.
4. BSFIs that are unable to transmit electronically can submit the DET and its accompanying scanned CP in compact disc (CD) or any portable storage device (e.g., USB flash drive) through messengerial or postal services within the prescribed deadline to:

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

5. In accordance with BSP Memorandum No. M-2017-028 dated 11 September 2017, only electronic submissions originating from officially registered e-mail address/es of BSFIs 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.
6. 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 files prescribed by the BSP for the report shall be accepted as compliant with the existing reportorial requirements subject to validation and applicable penalties for delayed, erroneous and/or unsubmitted reporting.

For compliance.


RESTITUTO C. CRUZ
Sector-In-Charge