

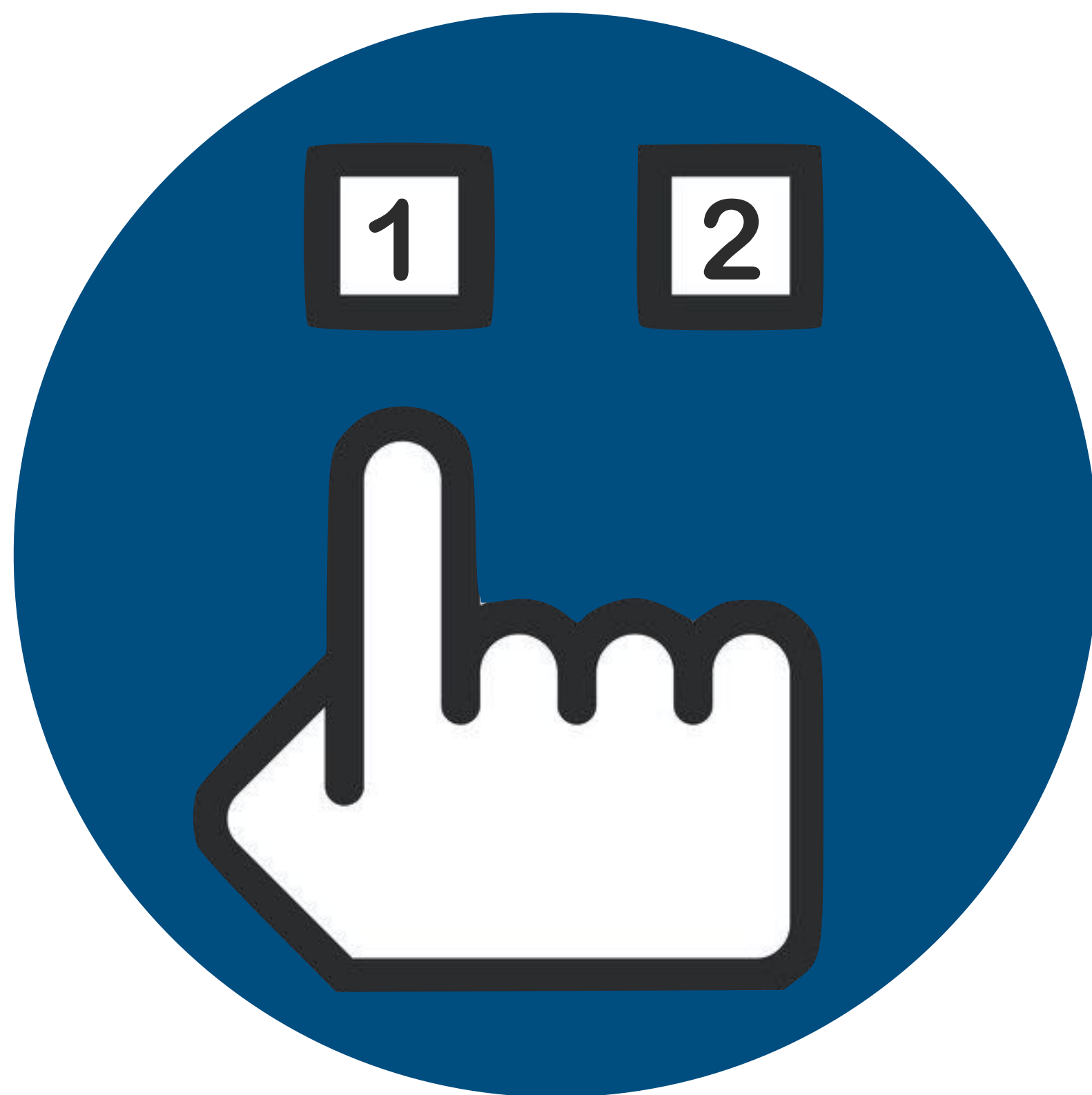
# **HOW TO SUBMIT MUTILATED/DOUBTFUL BANKNOTES AND COINS**

*A Guide in the Submission of Currencies for Examination by the Bangko Sentral ng Pilipinas*

1

# Classify the claim<sup>1</sup>.

Claims for examination are classified into two cases: **SIMPLE** and **HIGHLY TECHNICAL**.



## 1. SIMPLE CASE

Claims that can be readily resolved by a trained cash handler.

## 2. HIGHLY TECHNICAL CASE

Claims that need an expert opinion and are subject to further examination.

<sup>1</sup> A claim refers to doubtful/mutilated currencies submitted to the Bangko Sentral for examination as to genuineness and/or redemption value covered by an Application for Examination of Mutilated/Doubtful Currencies (AEC) or any basic document.



# SIMPLE CASE

## (a) For redemption:

- Notes that meet all of the following criteria:
  - ✓ With at least 60% remaining Surface area;
  - ✓ With a portion of the Signature of either the President of the Philippines or the BSP Governor;
  - ✓ With intact Security thread; and
  - ✓ Identifiable and can be easily Segregated/counted.
- Coins that are:
  - ✓ Identifiable and can be easily counted





# SIMPLE CASE

## (b) No value:

- Notes that show any of the following:
  - Less than 60% Surface area;
  - No Signature;
  - Sign of willful/intentional removal of the Security thread.
- Coins that show signs of any of the following: filing, clipping, or perforation.

*Note: Shall be withdrawn from circulation and demonetized without compensation to the owner/bearer*





# SIMPLE CASE

## (c) Demonetized:

- Peso notes other than the New Generation Currency (NGC) Series; and
- Peso coins other than the NGC or BSP Series.

*Note: Shall be withdrawn from circulation and demonetized without compensation to the owner/bearer*





# SIMPLE CASE

## (d) Specimen:

- Genuine Peso banknotes marked with "SPECIMEN" with serial numbers bearing six or seven digits that are all "0".



The marking "SPECIMEN" was erased, and the serial number was altered.

*Note: Shall be withdrawn from circulation and demonetized without compensation to the owner/bearer*



# HIGHLY TECHNICAL

# CASE

(a) Doubtful:

- Questionable Peso notes and coins;
- Defective Peso notes;
- Foreign banknotes.



Altered value panel



Altered security thread



Counterfeit Peso notes



Counterfeit Peso coins



Defective OVD patch



Missing OVD patch



Printing defect



Foreign banknotes



# HIGHLY TECHNICAL CASE

## (b) Severely mutilated Peso notes and coins:

- Genuineness, denomination and/or number of pieces cannot be readily and clearly identified





2

**Segregate currencies according to the type of claim and bring to the nearest BSP office or branch.**

For highly technical cases, these shall be forwarded for further examination to the Currency Issue and Integrity Office (CIIO), BSP Quezon City.





3

## Fill out an application form<sup>2</sup> and submit your claim to the Receiving Teller.



For simple cases, the standard processing time is **three working days** from the date of receipt by the BSP.

For highly technical cases, the standard processing time is **20 working days<sup>3</sup>** from the date of receipt by the BSP.

<sup>2</sup> Application for Examination of Mutilated/Doubtful Currencies (AEC)

<sup>3</sup> For severely mutilated claims, and forwarded claims from the BSP Regional Offices and Branches, an **additional 20 working days** is automatically added to the total processing time (as allowed under Republic Act No. 11032).