



BANGKO SENTRAL NG PILIPINAS
OFFICE OF THE DEPUTY GOVERNOR
FINANCIAL SUPERVISION SECTOR

MEMORANDUM NO. M-2019-014

To : ALL TRUST ENTITIES AND PERA ADMINISTRATORS

Subject : Guidelines for the Electronic Submission of the Quarterly Basic Security Deposit (BSD) Reports

In line with BSP Circular No. 1032 dated 15 February 2019 on the Amendments to the Guidelines on the Basic Security Deposit Requirement, the following guidelines for the submission of the quarterly BSD Reports shall be observed beginning report ended 31 March 2019:

1. The prescribed Data Entry Templates (DET), Control Prooflists (CP) and the corresponding Certificate of the BSD Reports can be downloaded from the http://www.bsp.gov.ph/SES/reporting_templates or requested directly from the BSP-Supervisory Data Center (SDC). Attached as Annexes A and B are the reconciliation rules of the BSD Reports against the Financial Reporting Package (FRP) and the FRP for Trust Institutions (FRPTI).
2. The DET in excel, certified CP in Portable Document Format (PDF) and corresponding notarized Certification in PDF duly signed by the authorized official of the reporting BSP Supervised Financial Institution (BSFI) shall be electronically submitted within twenty (20) banking days after end of reference quarter, except for the first report for the reference period ended 31 March 2019 which is due on 15 May 2019, to the prescribed e-mail address, **BSD-Quarterly@bsp.gov.ph**, using the required format for the subject, as follows:

“BSD <BSFI Name>, <Reference Period>”, as illustrated below

To : BSD-Quarterly@bsp.gov.ph
Subject : BSD *BSFI Name*, 31 March 2019

and using the following prescribed file names and file formats:

For Trust Entities			
	File	File Name	File Format
Data Entry Templates	Quarterly Report on Compliance with the Basic Security Deposit Requirement	BSD-TRUST- yyyymmdd	xls

Control Prooflist	Quarterly Report on Compliance with the Basic Security Deposit Requirement	BSD-TRUST-Control Prooflist	pdf
Certification	Certification on Compliance with the Basic Security Deposit Requirement	BSD-TRUST-Certification	pdf

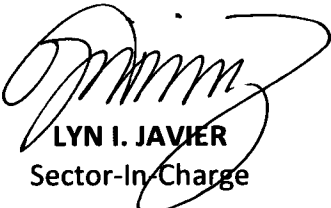
For PERA Administrators			
	File	File Name	File Format
Data Entry Template	Quarterly Report on Compliance with the Basic Security Deposit Requirement for PERA Administrator	BSD-PERA-yyyyymmdd	xls
Control Prooflist	Quarterly Report on Compliance with the Basic Security Deposit Requirement for PERA Administrator	BSD-PERA-Control Prooflist	pdf
Certification	Certification on Compliance with the Basic Security Deposit Requirement for PERA Administrator	BSD-PERA-Certification	pdf

3. For every submission of the Quarterly BSD Report, only one (1) DET and its corresponding CP and Certification should be submitted for each reference reporting period in one (1) email. Submissions containing more than one (1) DET, one (1) CP, and one (1) Certification will automatically be rejected and considered non-compliant with the BSP reporting standards. In cases where the BSFI is required to submit both reports, each email submission shall contain only one DET and its corresponding CP and Certification. Only submissions with the required DET, CP, and Certification shall be considered compliant with the BSP reporting standards.
4. BSFIs that are unable to transmit electronically can submit the DET and its accompanying scanned CP and Certification 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 Officer-In-Charge
 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 erroneous, delayed and/or unsubmitted reporting.

For compliance.



LYN I. JAVIER
Sector-In-Charge

 May 2019

FRP Inter Validation Rules

Basic Security Deposit Report for TRUST Institutions									
RIN	Particulars	Schedule No.	Account Code/Formulation	Peso Accounts	FCDU/EFCDU		Total Amount	Instructions	Type of Reconciliation
					In US \$	Peso Equiv			
TRUST - 10	Trust and Other Fiduciary Accounts	TRUST-Sched1	100001000000000000 + 100002001000000000				x		2.2/UNB
		FRPTI-BS	100000000000000000				x		
TRUST - 11	Trust and Other Fiduciary Accounts - Peso Accounts	TRUST-Sched1	1000010000000000001				x		2.2/UNB
		FRPTI-A1 - Schedule E	100000000000000000 - 100400000000000000				x		
TRUST - 12	Trust and Other Fiduciary Accounts - FCDU/EFCDU	TRUST-Sched1	1000010000000000002				x		2.2/UNB
		FRPTI-A2 - Schedule E	100000000000000000 - 100400000000000000				x		
TRUST - 20	Securities Held Under Custodianship - Bank Proper	TRUST-Sched1	100002000500000000				x		2.2/UNB
		FRP 38	495220000500100000 + 495220000500200000				x		
TRUST - 21	Securities Held Under Custodianship - Trust Department	TRUST-Sched1	100002001000000000				x		1.0/UNB
		Schedule E	100400000000000000				x		
TRUST - 22	Securities Held Under Custodianship - Trust Department (Custodianship)	TRUST-Sched1	100002001010000000				x		1.0/UNB
		Schedule E	100400001000000000				x		
TRUST - 23	Securities Held Under Custodianship - Trust Department (Securities Lending)	TRUST-Sched1	100002001005000000				x		1.0/UNB
		Schedule E	100400000500000000				x		

Type of Reconciliation Rule

1. Straightforward rules
2. Formula generated rules
 - 2.1. Same account with several COLUMNS
 - 2.2. Combination of several accounts
3. Conditional rules

FRP Inter Validation Rules

Basic Security Deposit Report for PERA Administration									
RIN	Particulars	Schedule No.	Account Code/Formulation	Peso Accounts	FCDU/EFCDU		Total Amount	Instructions	Type of Reconciliation Rule/Remarks
					In US \$	Peso Equiv			
PERA - 10	PERA Assets under Administration - First Quarter	PERA-Sched1	100000010005600001				x		2.2/UNB
		FRP 38A + FRPTI-E2	495450002005600000 + 300000010005600001				x		
PERA - 11	PERA Assets under Administration - Second Quarter	PERA-Sched1	100000010010600001				x		2.2/UNB
		FRP 38A + FRPTI-E2	495450002010600000 + 300000010010600001				x		
PERA - 12	PERA Assets under Administration - Third Quarter	PERA-Sched1	100000010015600001				x		2.2/UNB
		FRP 38A + FRPTI-E2	495450002015600000 + 300000010015600001				x		
PERA - 13	Average PERA Assets Administered by Trust Department	PERA-Sched1	100000010025600001				x		2.2/UNB
		FRP 38A + FRPTI-E2	495450002025600000 + 300000010025600001				x		
PERA - 20	B. Basic Security Deposit Requirement	PERA-Sched1	100000005505600001				x		2.2/UNB
		FRP 38A + FRPTI-E2	495450001505600000 + 300000005505600001				x		
PERA - 30	C. Compliance with the Basic Security Deposit Requirement	PERA-Sched1	100000005515600001				x		2.2/UNB
		FRP 38A + FRPTI-E2	495450001510600000 + 300000005515600001				x		
PERA - 40	D. Excess/Deficiency	PERA-Sched1	100000005520600001				x		2.2/UNB
		FRP 38A + FRPTI-E2	495450001515600000 + 300000005520600001				x		

Type of Reconciliation Rule

1. Straightforward rules
2. Formula generated rules
 - 2.1. Same account with several COLUMNS
 - 2.2. Combination of several accounts
3. Conditional rules