BANGKO SENTRAL NG PILIPINAS
OFFICE OF THE GOVERNOR

## CIRCULAR NO. 1186 <br> Series of 2023

Subject: Amendments to the Guidelines on Disclosures to the Public

The Monetary Board, in its Resolution No. 1502 dated 16 November 2023, approved the amendments to the guidelines on disclosures to the public as provided under Section 175 of the Manual of Regulations for Banks (MORB).

Section 1. Section 175 of the MORB on public disclosures is hereby amended as follows:

## 175 DISCLOSURES TO THE PUBLIC

It is the thrust of the Bangko Sentral to promote market discipline and greater transparency through the provision of comprehensive, relevant, reliable, and comparable disclosures. The disclosures provide the public with sufficient information which reflects the financial condition, performance, corporate governance policies and processes, and risk management strategies and exposures of the bank.

Duties and Responsibilities of the Board of Directors. Consistent with the principles embodied under Sec. 132 (Duties and responsibilities of the board of directors) the board of directors shall ensure that information intended for public disclosure -
a. is supported by an effective internal control structure:
b. has undergone review and approval by appropriate management and/or board-level committee; and
c. is compliant with the governance process on the quality of reporting under Sec. 171.

The board of directors shall have the overall responsibility in ensuring that reports prescribed under this Section fully disclose the minimum information required. The board of directors may delegate its oversight function to a board-level committee.

## Publication/Posting of Balance Sheet/Consolidated Balance Sheet.

a. Banks shall prepare a quarterly Balance Sheet (BS) on both solo basis (i.e., head office plus branches/other offices) and consolidated basis (i.e., parent bank plus subsidiary financial allied undertakings, but excluding insurance companies), as applicable, using the prescribed form.
b. The Consolidated Balance Sheet (CBS) shall be prepared in accordance with the rules of consolidation provided under the Financial Reporting Package (FRP), in which case, only financial allied subsidiaries, except subsidiary insurance companies, shall be consolidated on a line-by-line basis, while nonfinancial allied subsidiaries including subsidiary insurance companies shall be accounted for using the equity method.
c. The quarterly BS and CBS where applicable, shall be published side-by-side within thirty-five (35) banking days after the end of the reference quarter, in a
printed or online version of a newspaper of general circulation in the city/province where the principal office, in the case of a domestic bank, or the principal branch/office, in the case of a foreign bank, is located, but if no newspaper is published in the same province, then in a newspaper published in Metro Manila or in the nearest city/province.
d. In the case of a stand-alone thrift, rural and cooperative bank, it may either publish its quarterly $B S$ and $C B S$, as applicable, consistent with item " $C$ " above, or post the same in the most conspicuous area of its premises, in the municipal building, municipal public market, barangay hall and barangay public market where the head office and all its branches are located. The printed copy must be of sufficient size and easily readable by the public and shall be posted within thirty-five (35) banking days after the end of the reference quarter, and for a period of at least three (3) months.
e. As an alternative mode of compliance to items (c) and (d) above, a bank may upload its quarterly BS and CBS, as applicable, on its website, and shared for a period of at least one (1) year. ${ }^{2}$ In addition to this, banks may also display a tabletop standee with QR codes in a conspicuous place in the head office, all its branches and other offices, or through other digital/electronic means to make available their BS/CBS, as applicable, in digital format.
f. The quarterly BS and CBS shall be considered a Category A-1 report and shall be submitted in the mode and manner as provided in Appendix 7 through the prescribed electronic platform in accordance with the following submission timelines:

| Report | Submission Deadline |
| :--- | :--- |
| Soft copy of BS (Solo Basis using the <br> prescribed form) | 15 banking days after the end of the <br> reference quarter |
| Soft copy of BS (Consolidated Basis <br> using the prescribed form) | 30 banking days after the end of the <br> reference quarter |
| Published/Posted BS/CBS, as applicable, <br> (together with the proof of <br> publication/posting of the said BS and <br> CBS, as applicable) | 35 banking days after the end of the <br> reference quarter |

g. Banks shall disclose in the quarterly published/posted BS and CBS, as applicable, the financial indicators covering asset quality, related party transactions, liquidity, profitability, capital adequacy and leverage.

Banks shall also disclose the following information in their CBS:
(1) List of financial allied subsidiaries (excluding subsidiary insurance companies); and
(2) List of subsidiary insurance companies.

For purposes of additional information, all amounts and ratios shall be as of the same reference period. However, the formula for computing the following profitability indicators shall be as follows:
(1) Return On Equity (\%) = Net Income (or Loss) After Income Tax $\times 100$ Average Total Capital Accounts
(2) Return on Assets(\%) $=$ Net Income (or Loss) After Income Tax $\times 100$ Average Earning Assets

[^0]Where net income/(loss) after tax, net interest income, average earnings assets, and average total capital accounts shall be:

| Quarter-end | Net Income (Loss) After Tax (NIAT) | Net Interest Income (NII) | Average Earning Assets ${ }^{3}$ | Average Total Capital Accounts |
| :---: | :---: | :---: | :---: | :---: |
| March | Quarter end NIAT multiplied by 4 | Quarter end NII multiplied by 4 | Sum of end-month earnings assets (December - March) divided by 4 | Sum of end-month capital accounts (December March) divided by 4 |
| June | Semester end NIAT multiplied by 2 | Semester end NII multiplied by 2 | Sum of end-month earnings assets (December - June) divided by 7 | Sum of end-month capital accounts (December June) divided by 7 |
| September | Nine (9) months-end NIAT multiplied by 1.33333 | Nine (9) months-end NII multiplied by 1.33333 | Sum of end-month earnings assets (December - September) divided by 10 | Sum of end-month capital accounts (December - <br> September) divided by 10 |
| December | Year-end NIAT | Year-end NII | Sum of end-month earnings assets (December - December) divided by 13 | Sum of end-month capital accounts (December December) divided by 13 |

h. Deferment of publication requirement. The abovementioned publication requirement may be deferred by the Monetary Board by at least five (5) affirmative votes upon application by the bank concerned during periods of national and/or local emergency or of imminent panic which directly threaten monetary and banking stability.

The amended prescribed form for the published BS shall be used starting with the quarter end-December 2023 reports.

Disclosure requirements in the annual report. The minimum disclosure requirement in the annual report of banks is aimed at ensuring that proper disclosure is made on all significant matters regarding the bank, including its financial condition, performance, ownership and governance.

All banks shall prepare an annual report which shall include a discussion and/or analysis of the following minimum information in no particular order:
xxx .
Posting and submission of annual report. A copy of the latest annual report shall be posted/displayed by the bank in a conspicuous place in its head office, all its branches and other offices. Alternatively, banks may make the said report available in digital copies by displaying a tabletop standee with QR codes in a conspicuous place in the head office, all its branches and other offices, or through other digital/electronic means. The annual report should also be published on the bank's website.

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[^1]The annual report and ARAC shall be submitted in soft copy in Portable Document Format (PDF) in the mode and manner as provided in Appendix 7.

Supervisory enforcement action. Consistent with the provisions of Section 002, the Bangko Sentral reserves the right to deploy its range of supervisory enforcement tools to promote adherence to the requirements set forth in the foregoing guidelines.

The applicable monetary penalties shall be:

1) For erroneous reports, delayed reports, erroneous and delayed reports, and unsubmitted reports. A bank shall be subject to the fines for erroneous, delayed, erroneous and delayed, and unsubmitted (i) soft copy of the BS and CBS, as applicable, in prescribed form; (ii) the published or posted copy of the BS and CBS ${ }^{4}$, as applicable, together with proof of publication or posting, or (iii) annual reports and ARAC as provided under Sec. 171 (Sanctions on reports for non-compliance with the reporting standards);
2) For failure to publish/post or non-disclosure of certain information. Failure to publish or post the BS and CBS, as applicable, or willful non-disclosure of any item required to be disclosed under this Sec. shall be subject to the appropriate monetary penalties under Sec. 004 that will be imposed on the bank.

The Bangko Sentral shall also determine if the non-disclosure involves material information that may mislead the public, which warrants stiffer sanctions as provided under Sec. 002.

For this purpose, material information refers to information which if omitted or misstated, could change or influence the assessment or decisions of a person relying on the disclosure, such as depositors, creditors, investors, and professional analysts, for the purpose of making deposits and investments. among others.

Section 2. The prescribed reportorial template of the published/posted balance sheet for banks on both solo and consolidated bases is attached as Annex A-1 of this Circular.

Section 3. Appendix 7 of the MORB on Reports Required of Banks is amended to reflect the new manner of reporting of the published/posted balance sheet and Annual Report Assessment Checklist. The amended provisions are shown in Annex B of this Circular.

Section 4. This Circular shall take effect fifteen (15) calendar days following its publication either in the Official Gazette or in a newspaper of general circulation.


[^2]
 Meastred at FVPL
This acccounl Is comprised of Specific Allowanee fer Credth Losses and General Loan tess Frovition
$3 /$ This actount is comprised of Financial Liabilltes Held for Trading and Financiak Liabilities Dostgnated at FVPL
4f Only applizable to Universal and Commercfal Gonks and their subsidiary banks
5/ Only applicable to Stand atone 7 Bz. मtss and Coop Eanks


> As of

| ASSETS | Actount Code |  | Amount |  |
| :---: | :---: | :---: | :---: | :---: |
|  |  |  | Current quarter | Previous Quarter |
| Cichand Cash itmens | 160000000000008000 |  | 0.00 | 000 |
| Due from Bangko Setitra! nep Pilipinas | 108500000000008500 |  | 0.00 | 000 |
| Due from Other Central Eanks ond Eanhs - thet | 1832230000000002000 |  | 000 | 0.00 |
|  | $113000600 \times 29030000$ |  | 0.09 | 000 |
|  | 188215600006000000 |  | 000 | 000 |
| Debt Securities at Amonized Cosi - Not | 1185840005000000000 |  | 0.00 | 000 |
| Loans to Bangko Smitral mg Diliplins | 140050050000000050 |  | 0,00 | 000 |
| Intorbankicans Gecelunds | 116000005000500000 |  | 0 OO | 000 |
| Loans and hestruabies Othres |  |  | 000 | 000 |
| Loans and Recelvabte, Arising from ha/CAPR/SLB | 160200000000510000 |  | 009 | 080 |
| Totns Lean Portomo (TLP) Gross | 10823000000003000\% |  | 0.00 | $0 \times 0$ |
| Alfownece far Credit Losses" | 463.510000000002500 |  | 000 | 0.00 |
| Total Loan Portotion Wet |  |  | amo | 000 |
| Eoulty investment in Substdianes Astocimees and jominy Venturet Mot | 125054000065000059 |  | 000 | 0.00 |
| Bank Piemises. Futnilute Fixture and Equlpment. Net |  |  | 000 | 0.00 |
| Real and Other Propertles Acgutred - Net | 1055/2300506000002 |  | 000 | 0.00 |
| Sales Contuati Rectarables - Nel |  |  | om | 000 |
| Nan Current Assets Heldf for Sate | $1592 y 00955000500020$ |  | 005 | 000 |
| Otheraserss- Het |  |  | 0.00 | 0.00 |
|  | 15355093000\% |  | 00 | 003 |
| TOTALASSETS ... |  | ... | 0.00 | 0.00 |
| LABBLITIES |  |  |  |  |
|  |  |  | 0.00 | 000 |
| Deporst Labilities | 215055000000050009 |  | 000 | 0 O |
| Oue to Other Banks |  |  | 0089 | 009 |
|  |  |  | asm | 000 |
|  |  |  | 0.00 | 609 |
| Imtetbanh loans Dayable |  |  | 000 | 0.00 |
| Oiber Barrowings intuding Dedezal Substitug | 12000502303050090 |  | 0.00 | 000 |
| Bonds spyable . Net | 18985300300:00920 |  | 0.00 | 000 |
|  |  |  | 000 | 000 |
| Redeemable Pretertre's Stares |  |  | 0.00 | $0 \times 0$ |
| Ofher Liabilities | 2005000060050050 |  | 0.00 | 000 |
|  | 120650300300509000 |  | 0.00 | 000 |
| TOTALUAGIUTIES |  |  | 0 | 0 Om |
| Stockholder's Equity |  |  |  |  |
| Capital Stoek |  |  | 000 | 000 |
| Addtionsil Pats in Capital |  |  | 000 | 0.00 |
| Undivided Profits | 113159000000000029 |  | 0 Ca | 000 |
| Artatired Enxinizas | 590020500000000530 |  | 000 | 000 |
| Othet Coplicalactounts | 131202090809080000 |  | $0 \times 1$ | 000 |
| Asslogned Copilat. | 13351600023039000000 |  | 000 | 000 |
| TOTAL STOCYHOLDERS EQUMY, | 12000000000030000080. |  | axm | 0.60 |
|  |  | 5\% | \% 00000 | 06000 |
| CONTINGENTACCOUNIS |  |  |  |  |
| Guminnterstaswed | 10340000080060320093 |  | 003 | 0.003 |
| Financlat Standby Lelters of Credit | 110050000005000600 |  | 0.00 | 0.00 |
| Pettormance Slandty lettert of Credit | \$5010050000060000a |  | 0.00 | 000 |
| Commercial Lewors of Credlt | \%15000000000900030 |  | 0.00 | 0.00 |
| Trade friates Guanatees | 1620058035000005003 |  | 000 | 0.00 |
| Commitments |  |  | 0.00 | 0.00 |
| Spoi Forngn Exehange Contrats | - $5 \times 5000003020000000$ |  | 0.00 | 0.00 |
| Sesurilies tints Undey Custodionatho hy ghak proner. | 20322000 |  | 0 O |  |
| Trust Departmeat Accounts |  |  | 000 | 000 |
| Deifuatives | 12500005005402000\% |  | 000 | 000 |
| Oimbrs | 340090n919039300000 |  | 0.00 | 00 |
| WITALCONTINGE | 10005000002020400000 |  | 0.280 | 0.0 |
| hinancial indicators (in *) |  |  |  |  |
| ASSET QUALITY |  |  |  |  |
|  |  |  | $000 \%$ | 000 m |
| Net NPL, Ratia | amshmexasonteco |  | 0003 | 0000 |
| Cross NEL Covetaga Railo. |  |  | 0003 | $0.00 \%$ |
| Nri NPL Coverage hatio |  |  | 0.003 | $0000 \%$ |
| RELAIED Parly ikan Sactroms |  |  |  |  |
|  |  |  | O003 | 000\%\% |
| Patio at OOSFEi Loans to groxs TiP |  |  | 6000 | 0ram |
| Ratio ot Men Pertorming Dosst Loans to Totalleans 10, DOSAf |  |  | 00026 | $0.00 \%$ |
| WQuity |  |  |  |  |
| Liquifliy Coverage Ratio ${ }^{\text {a }}$ |  |  | 0.09\% | 0003. |
| Net Stable Funsting Ratio * | 409391998000058000 |  | 0000 | 00030 |
| Minimum Liquidity Patios |  |  | 00092 | 000\% |
| PFPGITABLITY , |  |  |  |  |
| Frium on bauty | 4935 500 |  | 0.003 | 00001 |
| Return onames |  |  | 000\% | $0.00 \%$ |
|  |  |  |  |  |
|  |  |  |  |  |  |
| nlet 1 Capital Ratis | 2096x230. 0030000000 |  | 000\% | 000\% |
| REVERACE: |  |  |  |  |
|  |  |  |  |  |  |
| Bascl fin Leverage Ratio* | 450450000500059000 |  | 0.007 | 0.0008 |
| Eetetted Charges not yet Witton Down | 199700000000030.000 |  | 000. | 0.00 |
| 1. List of Financial Alled Subzídiaries fexchuding Subsldary Insurante Companies) |  | 5 |  |  |
| 1-1 |  |  | Numumemex | $\cdots$ |
| 2. List of Subtiolany inturanse Camponies. | 2096015000069020000 | - | 3 | 23\% |
| 1 |  |  | 4-3030 | 20, |

y This account is comprised of Financial Assets Held for Trading (HFT) Debt Securities Designated at FVFL, ans Other Financial
3/ This account is comprized of Financiat Liabilities Hela for Trading, and Financiat Liabilities Designated at FVpL
4/ Only applicable to Universal and Commorcial Banks ond their subsidiary banks
5/ Only applicable to Stand atone TEs, RBs and Coop Banks

## REPORTS REQUIRED OF BANKS

[Appendix 7 of the MORB]

## PRIMARY REPORTS

## A. $\mathrm{UBs} / \mathrm{KBs}^{\prime}$

| Categery | Form No. | MORRef | Report Title | Erequency | Submission Deadline | Submission Procedure |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| PRIMARY RERORTS |  |  |  |  |  |  |
| xxx | xxx | xxx | xxx | xxx | xxx | xxx |
| A-1 | $\begin{aligned} & \text { Form 2B/2B.1 } \\ & \text { (BSP-7-16-03) } \end{aligned}$ | Section 175 ( $x \times x$ ) | Balance Sheet (BS) | Quarterly | SOLO-15 banking days after end of reference quarter <br> CONSO-30 banking days after end of reference quarter | API-XML |
|  |  |  | Published Balance Sheet (PBS) (Proof of Publication/Posting) | do | 35 banking days after end of reference quarter | API-XML |
| xxx | xxx | xxx | xxx | xxx | xxx | xxx |
| SECONDARY REPORTS |  |  |  |  |  |  |
| xxx | xxx | xxx | xxx | xxx | xxx | xxx |
| B | Unnumbered | $\text { Section } 175$ | Annual Report Assessment Checklist (ARAC) | Annually | Non-government banks - $180^{\text {th }}$ calendar day after the close of the calendar/fiscal year elected by the bank | Soft copy to the Department of Supervisory Analytics of the Bangko Sentral |
|  |  |  |  |  | Government banks $100^{\text {th }}$ calendar day | do |

[^3]| Category | Form No. | MOR Ref | Report Title | Erequency | Submission Deadline | Submission Rrocedure |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | after the close of the calendar/fiscal year elected by the bank |  |
| $x \times x$ | xxx | xxX | $x \times x$ | xxx | $x \times x$ | xxx |

B. TBs

| Categery | Form No. | MOR Ref. | Report Title | Erequency | Submission Deadine | Submission Procedure/ e-mailAddress |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| RRIMARYREPORTS |  |  |  |  |  |  |
| xxx | xxx | xxx | xxx | xxx | xxx | xxx |
| A-1 | Form 2B/2B. 1 | Section 175 ( $X X X$ ) | Balance Sheet (BS) | Quarterly | SOLO-15 banking days after end of reference quarter <br> CONSO - 30 banking days after end of reference quarter | API-XML |
|  |  |  | Published Balance Sheet (PBS) (Proof of Publication/Posting) | do | 35 banking days after end of reference quarter | API-XML |
| xxx | xxx | xxx | xxx | xxx | xxx | xxx |
| SECONDARY REPORTS |  |  |  |  |  |  |
| xxx | xxx | xxx | xxx | xxx | xxx | xxx |
| B | Unnumbered | $\begin{aligned} & \text { Section } 175 \\ & (x x x) \end{aligned}$ | Annual Report Assessment Checklist (ARAC) | Annually | Non-government banks - $180^{\text {th }}$ calendar day after | Soft copy to the Department of Supervisory Analytics of the Bangko Sentral |


| Categery | Form No. | MORRef | Report Title | Erequency | Submission Deadline | Submission Procedurel e-mail Address |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | the close of the calendar/fiscal year elected by the bank |  |
|  |  |  |  |  | Government banks $100^{\text {th }}$ calendar day after the close of the calendar/fiscal year elected by the bank | do |
| xxx | xxx | xxx | xxx | xxx | xxx | xxx |

## C. RBs/Coop Banks

| Category | Form No. | MOR Ref. | Report Title | Erequency | Submission Deadline. | Submission Procedurel e-mail Address |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| PRIMARY-REPORTS |  |  |  |  |  |  |
| xxx | xxx | xxx | Xxx | xxx | xxx | xxx |
| A-1 | Form 2B/2B. 1 | Section 175 (xxx) | Balance Sheet (BS) | Quarterly | SOLO-15 banking days after end of reference quarter <br> CONSO - 30 banking days after end of reference quarter | API-XML |
|  |  |  | Published Balance Sheet (PBS) (Proof of Publication/Posting) | do | 35 banking days after end of reference quarter | API-XML |
| xxx | xxx | xxx | xxx | xxx | xxx | xxx |


| Categeny | Form No. | MOR Ref. | Report Title | Frequency | Submission Deadline | Submission Procedurel e-mailAddress |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| SECONDARYREPORTS |  |  |  |  |  |  |
| XXX | $x \times x$ | XXX | XXX | $x \times x$ | xxx | XXX |
| B |  | Section 175 | Annual Report of Management to Stockholders Covering Results of Operation for the Previous Year | As loan to subsidiaries and/or affiliates is approved | do | Original and duplicateAppropriate supervising department of the Bangko Sentral |
| B | Unnumbered | Section 175 (Circular No. 956 dated 04.17.17) | Annual Report Assessment Checklist (ARAC) | Annually | Non-government banks - 180 ${ }^{\text {th }}$ calendar day after the close of the calendar/fiscal year elected by the bank | Soft copy to the Department of Supervisory Analytics of the Bangko Sentral |
|  |  |  |  |  | Government banks $100^{\text {th }}$ calendar day after the close of the calendar/fiscal year elected by the bank | do |
| XXX | $x \times x$ | XXX | XXX | xxx | $x x x$ | XXX |


[^0]:    1 This refers to a thrift, rural or cooperative bank that is not a subsidiary of a universal or commercial bank.
    ${ }^{2}$ Banks which are unable to maintain a website due to financial and technological capacity limitations may disseminate their quarterly BS and CBS, as applicable, by posting the same on the website of their respective banking industry associations for a period of at least one (1) year.

[^1]:    ${ }^{3}$ Earning assets shall be composed of the following: (1) Total Loan Portfolio - Net; (2) Due from Bangko Sentral ng Pilipinas; (3) Due from Other Central Banks and Banks; (4) Financial Assets at Fair Value through Profit or Loss (FVPL): (5) Financial Assets at Fair Value Through Other Comprehensive Income (FVOCI) - Net: (6) Debt Securities at Amortized Cost - Net; and (7) Sales Contract Receivables - Net.

[^2]:    ${ }^{4}$ Shall be considered as a single report with other prudential reports submitted through the Application Programming Interface pursuant to Circular 1177 dated 12 July 2023.

[^3]:    ${ }^{1}$ As made applicable to Islamic banks and digital banks.

