

**Returns to be submitted to Banking Supervision Department**

**I- Returns to be submitted by Banks & NBFIs**

<b>Sr. No.</b>	<b>Name of Return</b>	<b>Frequency</b>	<b>Required vide BCO/ SBP's Instructions.</b>
<b>1</b>	Quarterly Report of Condition	Quarterly	BSD Circular No.14 dated June 12, 2002
<b>2</b>	CIB I,II & III	Monthly	BSD Circular No.16 dated 26 <sup>th</sup> March, 2001
<b>3</b>	Quarterly Statement of Frauds & Forgeries	Quarterly	Letter No.BPRD (RU-40)/199.03/X/4658/2000 dated 20.03.2000

**II- Returns to be submitted by Banks only**

<b>4</b>	Statement of demand and time liabilities and cash, gold and unencumbered approved securities (Form IX).	Monthly	Section 29(3) of BCO, 1962
<b>5</b>	Statement of assets and liabilities in Pakistan (Form X).	Monthly	Section 30(2) of BCO, 1962
<b>6</b>	Statement showing the assets and liabilities in Pakistan as at the close of business on 30 <sup>th</sup> June / 31 <sup>st</sup> December 20____.(Form XII)	Half yearly	Section 32(1) of BCO, 1962
<b>7</b>	Half yearly statement on minimum capital requirements	Half Yearly	BPRD Circular No.36 of 1997

**III- Returns to be submitted by NBFIs only**

<b>8</b>	Statement of Affairs	Weekly	Circular No.1 dated December 5, 1991(NBFI Rule 15)
<b>9</b>	Statement showing Liquidity position of NBFIs	Weekly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)

**Returns to be submitted to Banking Policy Department**

**I- Returns to be submitted by Banks & NBFIs**

<b>Sr. No.</b>	<b>Name of Return</b>	<b>Frequency</b>	<b>Required vide BCO/ SBP's Instructions.</b>
<b>1</b>	Statement showing Position of the Court Cases-Loan Default (Industrial, commercial, agriculture etc. under new Recovery Law)	Fortnightly (Now Required Monthly)	BPRD Letter (RU-18) 670/ 27289/97 dated 22-12-1997
<b>2</b>	Quarterly statement showing NPLs	Quarterly	Letter No.BPD (RU-51)/56/5187/2002 dated 08.04.2002
<b>3</b>	Statement showing disbursement under LMM	Quarterly	Required by former Industrial Credit Department (now as part of Refinance Div, BPD) vide letter of different dates
<b>4</b>	Unclaimed Deposits of Banks/DFIs	Yearly	Section 31(7) of Banking Companies Ordinance, 1962/ Letter No.BPRD(RU-52)377/X/327/98 dated 06.01.98
<b>5</b>	Shareholding of Banks/NBFIs	Half Yearly	BPRD Circular Letter No. 28 dated 2 <sup>nd</sup> July, 1999
<b>6</b>	List of Board of Directors	Whenever a change occurs	Letter No.BSD(RU-28)/682-23/13889/2001 dated 28.09.2001
<b>7</b>	Statement showing donations/contributions made by banks/DFIs	Yearly	Prudential Regulation No.XX
<b>8</b>	Quarterly Statement of Position of Textile Vision –Banks/DFIs	Quarterly	BSD/RU-47/341/127-A-Priv-2001 dated 08.01.2001

**II- Returns to be submitted by Banks only**

<b>9</b>	Weekly Statement of Position * #	Weekly	Section 36(3) of SBP Act, 1956
<b>10</b>	Statement showing schedule of Bank charges	Half Yearly	Prudential Regulation No.X & BCD Circular No. 7 of 28 <sup>th</sup> March, 1984
<b>11</b>	Statement showing List of Branches	Quarterly	Rule 12, Banking Companies Rules 1963
<b>12</b>	Statement of Rates of profit on various type of deposits/COIs	Half Yearly	BCD Circular No.14 dated June 16, 1988
<b>13</b>	Weekly Statement of advances for commodity operation	Weekly	Submitted with Weekly Statement of Position
<b>14</b>	Statement of cotton financing	Fortnightly	BCD(RT) 1 /313-89 dated 17.01.1989
<b>15</b>	Statement of capital financing	Quarterly	BCD Circular No.5 dated 27.06.1991
<b>16</b>	A Selective credit control – Advances against wheat	Fortnightly	BSD(RU-48) 121-00/9258/2001 dated 07.07.2001
<b>17</b>	Monthly Progress Report on the implementation status of National Housing Policy(NHP) 2001	Monthly	BSD/RU-50/900/NHP/5575/2002 dated 15.04.2002
<b>18</b>	E.G. Statement showing the position of amount(advance) provided under Part-II of Export Finance Scheme	Yearly	As per para 6(6) of the scheme circulated vide BCD Circular No.29 of 1977 read with BCD Circular No. 24 dated 22.10.83
<b>19</b>	Loan and Advances Commodity wise Statement under Export Finance Scheme	Quarterly	Letter No.BPD/RU-45/941/X/2002-4700 dated 30.03.2002

\* Please provide Break up of Central Government Securities (Code 17-01) and advances & investment to PSEs Code Nos 32-00 & 33-00 as per list furnished by BPD)in the weekly statement of position pertaining to last week of every month.

# In case the weekly statement for the last month of every quarter, falls on a day other than the last working day of the said month, please submit a separate statement (quarter end) on the same pattern.

**ANNEXURE-III to BSD**  
**Circular No.17 dated 28.08.2002**

**Returns to be Discontinued by Banks/NBFIs**

<b>Sr. No.</b>	<b>Name of Return</b>	<b>Frequency</b>	<b>Required vide BCO/ SBP's Instructions.</b>	<b>Being submitted by</b>
<b>1</b>	Statement of write offs-submitted to CIB	Monthly	Letter No.SBP CIB. G(1)2554/99 dated 17.03.1999	Banks/NBFIs
<b>2</b>	Quarterly Review of Bank's Operation	Quarterly	Circular Letter No.BPRD(SSS-II)476/950.35/96 dated 28.07.96	NCBs & DFIs
<b>3</b>	Data on financing facilities (APAS)	Half Yearly	Prudential Regulation-XIX	Banks/DFIs
<b>4</b>	Statement showing Position with Regard to Decreed Cases	Fortnightly	BPRD Circular Letter No. 50 dated 04.10.1997	Banks/NBFIs
<b>5</b>	Statement showing Progress Report	Fortnightly	BPRD Letter (RU-18) PLGR/POLY/21884/97 dated 04-10-1997	Banks/NBFIs
<b>6</b>	Chronological Statement on Unimplemented Decreed Cases with name of court.	Fortnightly	BPRD Letter No.(RU-18) /670-B/8728 /2000 dated 26-05-2000	Banks/NBFIs
<b>7</b>	Status Report on Decreed Cases	Monthly/ Quarterly	Letter No.BPRD/RU-18/670-B/4528-1999 dated 19.03.1999	Banks/NBFIs
<b>8</b>	Sector wise position of Decreed Cases	N/A	Letter No.BPRD/(RU-18)/2342/99 dated 15-02-1999	Banks/NBFIs
<b>9</b>	Statement of monitoring of finances extended on the basis of profit and loss sharing (Musharika), leasing and hire purchase.	Quarterly	BCD Circular No. 33 dated 31.08.1982	Banks/NBFIs
<b>10</b>	Statement of Prudential Regulation VI – Review of instructions on financing facilities against shares	Half Yearly	BPRD Circular No.34 dated 20-10-1999	Banks
<b>11</b>	Statement of finances provided against pledge of shares	Half Yearly	BPRD Circular No.36 dated 27-10-1999	NBFIs
<b>12</b>	Statement of Cash Management Accounts (A,B & C)	Various	BPRD Circular No. 6 dated 23-02-2000	Investment Banks
<b>13</b>	Quarterly Statement showing foreign operations of Pakistani Banks	Quarterly	Letter No.BPRD(RU-44)/500-12/X/7028/2000 dated 27.04.2000	Pakistani Banks having Foreign branches
<b>14</b>	Statement of NPLs 10 million & above (IV & V)-submitted to CIB	Monthly	BSD Circular No.37 dated October 10, 2001	Banks
<b>15</b>	Statement Showing breakup of Code 54-00 of Weekly Statement of Position	Monthly	Letter No.BPRD(RU-36)/207-00/ 355 Dated 12-01-2000 (Required from all Scheduled Banks).	Banks
<b>16</b>	Statement of Suspense/inter branch Account	Monthly	Letter No.BSD/RU-40/500-09/X/18962/2000 dated 13.11.2000 regarding PR-22	Banks
<b>17</b>	Statement of Classified Assets and provisioning there-against	Yearly	Prudential Regulation No. VIII/ NBFIs Rule 14	Banks/NBFIs

18	Breakup of Central Government Securities	Monthly	Letter No.BPRD/(RU-49)/7127/203.00.2000 dated 01.05.2000	Banks
19	Statement showing Equity & Liabilities	Monthly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
20	Statement showing Equity & Contingent Liability	Monthly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
21	Statement showing Monetary & Credit situation	Monthly	Circular No. .31 (NBFI Rule No.15)	NBFIs
22	Rate-wise analysis of Deposits / COIs by maturity	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
23	Distribution of deposits by number of accounts	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
24	Statement showing sources of borrowing & their maturity	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
25	Rate-wise analysis of Borrowing	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
26	Rate-wise analysis of Advances	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
27	Constituent-wise breakup of Advances	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
28	Statement of Advances to small borrowers	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
29	Statement of Advances (i) Sector/Industry-wise statement of fixed & working capital investment (Public Sector) (ii) Sector/Industry-wise statement of fixed & working capital investment (Priv.Sector)	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
30	Statement showing rescheduling of financial assistance	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
31	Classification of advances by security pledged	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
32	Category-wise breakup of over dues (past-dues) advances & lease Finances in Pakistan	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
33	Statement of defaults against Contingent Liabilities	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
34	Statement showing type wise breakup of the contingent liabilities	Quarterly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
35	Statement of rescheduled/restructured facilities of Rs.1 million & above	Quarterly	Circular No.18 dated December 11, 1993 (NBFI Rule No.15)	NBFIs
36	Statement showing default of Rs. 1 million & above	Quarterly	Circular No.18 dated December 11, 1993 (NBFI Rule No.15)	NBFIs
37	Statement showing details of investment made in share of Joint Stock Companies/Modarabas	Quarterly	Circular No.32 dated December 19, 1994 (NBFI Rule No.15)	NBFIs
38	Statement showing details of investment in	Quarterly	Circular No.32 dated December 19, 1994 (NBFI Rule No.15)	NBFIs

	securities other than shares			
39	Rate of return on various types of deposits/COIs.	Half Yearly	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs
40	Statement showing position of classified short term finance to Public Sector  A) Statement showing position of classified short term finance to Private Sector  B) Statement showing position of classified long term finance to Public Sector  C) Statement showing position of classified long term finance to Private Sector	Annually	Circular No.1 dated December 5, 1991 (NBFI Rule No.15)	NBFIs