

COMPLIANCE CERTIFICATE TO BE CERTIFIED BY THE COMPLIANCE HEAD OF A BANK

The Director
Currency Management Department
State Bank of Pakistan
SBP BSC (Bank), Head Office
I.I.Chandrigarh Road
Karachi

Dear Sir,

It is hereby certified that the instructions issued by State Bank of Pakistan and SBP Banking Services Corporation from time to time with regard to Clean Note Policy(CNP), as mentioned below, have been strictly followed by all the branches of(name of bank), with the exception of branches(list attached).

- a. Branches have been preparing and maintaining the prescribed statement of daily closing cash balances.
- b. Branches have been maintaining minimum One day's fresh / re-issuable balance in accordance with the average daily cash payment requirements except of the branches which are exempted from this condition :-
 - ✓ Branches making an average daily payment of less than Rs. 0.50 million.
 - ✓ Branches having immediate access to re-issuable good quality currency notes such as withdrawal facility from the large branch of the same bank in the same city, SBP BSC local Offices / NBP Chests.
- c. Branches have been properly sorting Bank Note packets / bundles into issuable/ non-issuable as per SBP BSC standards and no instances have been observed where non-issuable notes / packets are being put into circulation by the branches.
- d. Branches have been making arrangements for on spot sorting of bank notes over the counter, in case where average daily payment is exceeding Rs. 1.50 million.
- e. Branches have been affixing Sorted stamps on packets of issuable / non-issuable bank notes of either description "ISSUABLE" or "SOILED".
- f. Branches have been accepting small denomination bank notes of Rs. 5/-, Rs. 10/- & Rs. 20/- as well as cut / soiled / mutilated and defective currency notes of all denominations.
- g. Branches have been removing staple pins from re-issuable packets of all denominations.
- h. Branches have been banding packets of all denomination Bank Notes.
- i. Branches have been following the procedure for issuance of fresh currency to general public / stakeholders, as issued by SBP BSC (Bank).
- j. Branches have been maintaining sufficient stock of coins of Re 1, Rs 2 and Rs.5/- denominations.
- k. Branches have been accepting coins and are providing notes-coins exchange facility.
- l. There are no forged notes in branch balances or ATM.
- m. Branches have not been repeating the irregularities pointed out in the previous report.
- n. Branches have not been using strong room / vault for other purposes like record room, kitchen, stationery store etc.

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(Signature of Compliance Head)

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(Official Stamp)

Dated:-
