

Reimbursement of T.T Charges against Home Remittances – Instructions for Submission of Data through DAP Portal

1. Banks shall submit data of their claims of the preceding month for Reimbursement of TT Charges against Home Remittances on the proforma (Annexure-A) in soft form (MS Office Excel) online through DAP (Data Acquisition Portal) to SBP Banking Services Corporation (SBP-BSC), Karachi Office (KO) by 20th day of the next month (with effect from June 01, 2021; starting with May 2021 data).
2. Current practice of provision of data through CDs shall be discontinued with effect from June 01, 2021. However, claim letters and audit certificates shall continue to be provided on bank's letterhead duly signed by two authorized signatories.
3. In case the data file cannot be uploaded or downloaded for some technical reasons, SBP-BSC, KO may ask the bank(s) to provide that particular month's data on CD.
4. Claims shall not be considered for reimbursement unless data submitted through DAP and original claim letter/audit certificate have been received by SBP-BSC KO.
5. DAP will only accept xlsx. format of the excel file. Therefore, banks must ensure that the excel file is of xlsx. format only while uploading the data.
6. Since DAP shall remain available until the 20th of each month for the purpose of data submission of preceding month, therefore, banks are strictly advised to ensure timely submission of data. The said portal will automatically be closed for submission at 11.59 pm on 20th of each month.
7. Requests for extension of days for the submission of data shall only be entertained on genuine grounds. Such requests, if any, should officially be forwarded to SBP-BSC, KO via email with valid reasons for the delay at least 3 working days before the closure of DAP for that particular month. However, banks are strongly encouraged to submit data within the defined time period
8. Banks are also advised to approach SBP-BSC, KO via email in case of any revision in data submitted already.
9. All the queries/issues related to data submission through DAP shall be forwarded to SBP-BSC, KO
