

GUIDELINES FOR FOREIGN EXCHANGE TRANSACTIONS

Volume-2



BANGLADESH BANK

GUIDELINES FOR FOREIGN EXCHANGE TRANSACTIONS

Volume-2

SUMMARISING

Instructions as of November 30, 2017 issued to Authorised Dealers and Money Changers regarding submission of Returns and Statements on all foreign exchange transactions.

To be read in conjunction with other instructions, subsequent amendments and modifications issued from time to time.



BANGLADESH BANK
FOREIGN EXCHANGE POLICY DEPARTMENT

2018

Preface

This second volume of the publication title ‘Guidelines for Foreign Exchange Transactions’ contains instructions to be followed by Authorised Dealers and Money Changers in their reporting of foreign exchange transactions to Bangladesh Bank, and includes the proformas of returns, statements, schedules to be used for such reporting. This volume includes instructions in force as on November 30, 2017 and should be read with subsequent FE Circulars/Circular Letters advising modifications/alterations, if any.

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CHAPTER 1

INTRODUCTION

1. Maintenance of Records

Authorised Dealers (AD) being responsible for dealings in foreign exchange are required to keep proper records. It is also a requirement that they submit to the Bangladesh Bank prescribed periodic returns and statements of all foreign exchange transactions concluded by them.

2. Submission of Returns to the Bangladesh Bank

It should be noted that besides the returns/schedules/statements prescribed in this volume, certain other statements regarding different types of transactions are also required to be submitted in terms of the relevant instructions in volume-1 of this publication.

CHAPTER 2

SUBMISSION OF RETURNS OF FOREIGN EXCHANGE TRANSACTIONS

1. Maintenance of records

ADs must maintain proper records of all dealings in foreign exchange including transactions on non-resident Taka accounts in their books.

2. Submission of Returns to Bangladesh Bank

ADs must prepare and submit returns and statements to the Bangladesh Bank as prescribed in this chapter. Where there is no transaction to report during a particular period, a NIL return/statement should be prepared and submitted. The returns/statements must be submitted to the Bangladesh Bank within the prescribed dates in hard copy, soft copy or through online as prescribed by the concerned departments of Bangladesh Bank. These returns/statements are of great importance to the Bangladesh Bank. Therefore, care should be taken by the ADs to ensure that all transactions are correctly reported and the relative forms are properly filled in. Bangladesh Bank will take a serious view of the failure of any AD to furnish returns regularly or promptly as well as of irregularities, if any, detected in the operations of AD and where it deems fit, it may direct the AD concerned to refrain from transacting foreign exchange business by the branch concerned.

3. The system of reporting transactions is designed to compile figures on the basis of actual entries in the currency accounts so that there are no suspense items.

ADs should report transactions as per following procedure:

(a) Export

(i) Negotiation of export bills

Transactions in respect of export bills negotiated by ADs should be reported as purchases only at the time entries are made in the currency account duly supported by EXP Form (Appendix 5/31, Vol-1) and Schedule A.

(ii) Export bills drawn on collection basis

Sometimes ADs also purchase export bills drawn on collection/CAD basis. Transactions relating to such export bills should be reported as outright

purchases against “Exports” in the summary statement after the transactions are put through the currency account on receipt of advice of realisation of the export proceeds.

(b) Other Receipts

The procedure indicated in sub-para (a) (i) above should also be followed with regard to DDs and MTs etc.; in other words, purchases in respect of DDs and MTs etc. shall be reported only when the transactions are put through the currency accounts.

This is to clarify that in case of reporting of receiving wage earners’ remittance from abroad, source country of the remitter shall be treated as country of remittance regardless of the country from which the cover fund has been received.

(c) Imports

Sales on account of import bills under LCs/contracts shall be reported when the transactions are put through the currency account on receipt of import documents and not on the basis of retirement of bills by the importers.

- (i)** All sales on account of imports are required to be supported by form IMP (Appendix 5/16, Vol-1). For disposal of form IMP, ADs shall adhere to instructions mentioned in Para 31, Chapter 7, Vol-1.
- (ii)** With regard to import bills received on collection/CAD basis, the transactions will be reported on Schedule E-1/E-2 on the basis of form IMP.
- (iii)** In case of CFR/CIF basis import, AD should report FOB value in the relevant schedules (E-1, E-2 etc.) and country shall be the country of origin of goods. Related freight, insurance and other charges should be reported as invisible payments in relevant schedules (E-3... etc.) while country shall be the country of origin of beneficiary with appropriate purpose code.

(d) Other Payments

Transactions relating to DDs and MTs issued by the ADs should also be reported only at the time entries are made in the currency accounts.

Transactions in non-resident Taka accounts of foreign banks and correspondents including barter accounts shall also be reported by ADs in the manner indicated in this publication.

4. Coding of Transactions

ADs shall give code numbers for all receipts as well as payment transactions on the relevant forms as also in the columns provided in the relevant schedules, including stubs given on the right hand top of the schedules relating to “Period”, “Authorised Dealers” and “Currency”.

- (a) Code lists for reporting of external sector transactions by the ADs have been provided for the following items:

PERIOD	Code-0
AUTHORISED DEALER	Code-1
CURRENCY	Code-2
COUNTRY/TERRITORY/REGION	Code-3
MONEY CHANGER	Code-4
EXPORTS (visible receipts)	HS Code Guide
INVISIBLE RECEIPTS	Code-5
IMPORTS (visible payments)	HS Code Guide
INVISIBLE PAYMENTS	Code-7
CATEGORY/DEPARTMENT/SECTOR	Code-8
UNIT	Code-9

ADs are advised to use the HS Code Numbers as per First Schedule of the Customs Act, 1969, while reporting of commodity exports and imports in the relevant Schedules. ADs are also advised to take utmost care while reporting of the Unit Code in the relevant Schedules. They are to choose the specific unit of the commodity as corresponds to the right of each of the commodity items. If export or import contract is in a unit other than the specific unit, the ADs are advised to make conversion of the contracted unit into the specific unit and accordingly they will determine the quantity of the export or import commodity.

- (b) For entering code numbers on various schedules, the code lists mentioned below against each schedule should be referred to**

Title of Schedule	Code lists to be used
A-1/O-1	HS Code Guide, Code-9 and Code-3
A-2/O-2	HS Code Guide, Code-9 and Code-3
A-3/O-3	HS Code Guide, Code-9 and Code-3
J/O-4	Code-3 and Code-5 (From 0001 to 9999)
E-2/P-2	HS Code Guide, Code-8, Code-9 and Code-3
E-1/P-1	HS Code Guide, Code-8, Code-9 and Code-3
E-3/P-3	Code-3, Code-7 (From 0001 to 9999) and Code-8
E-5/P-5	HS Code Guide, Code-8, Code-9 and Code-3

- (c) At the time of filling in the forms the ADs concerned should invariably enter the relative code numbers in the space provided for the same in the forms. The stubs earmarked for “Category” are to be used only in cases of transactions relating to imports and invisible payments.

It is further clarified that the stubs earmarked for “Category” are not only meant for coding of payments for imports or invisibles made by the public sector but also for coding payments for imports or invisibles under cash in the private sector for which separate code has been provided in Code-8. All payments out of cash resources should be correctly correlated with those given in Code-8 and code number given accordingly. ADs shall also follow the above procedure while coding the transactions listed on the schedules as indicated in this paragraph.

- (d) The procedure indicated above shall apply mutatis mutandis to transactions under barter arrangements and other special payment arrangements.
- (e) It should be ensured that the description of transactions given in the relevant forms conforms to the nomenclature given in the code lists. Coding should be done with extreme care. It is advisable to entrust the coding work to senior responsible staff. To guard against any possible misclassification, coding should be independently checked. For all amounts equivalent to Taka 1 lac and above, the checking of codes should be done by supervisory staff and concerned officer.

5. Reporting procedure for cash transaction

ADs shall report to the Bangladesh Bank particulars of all their foreign exchange transactions, i.e., all outward and inward remittances effected, whether through their accounts in foreign currencies or through the Taka accounts of non-resident banks. For this purpose, ADs must prepare/submit to the Bangladesh Bank monthly summarised statements of their transactions in each currency in which a position is maintained by them and also monthly summary statement of transactions effected on the Taka accounts of non-resident banks.

Submission of Statements (E-returns) through online : Foreign Exchange Transaction Reporting System Through Rationalised Input Template (RIT)

Bangladesh Bank has developed Enterprise Data Warehouse (EDW), a central database of Bangladesh Bank for collecting information from banks and FIs through online. This software is a full-fledged data centre. Various macro-economic data such as import, export, remittance and credit, etc. are centrally preserved and processed here. As per instruction of Bangladesh Bank, banks and

FIs have already started uploading various data to EDW web portal through RIT format. Various reports are being generated by using data received from banks/ FIs through different RITs of EDW.

In respect of reporting foreign exchange transactions to Bangladesh Bank, the ADs shall submit the currency-wise original copies of statements/schedules directly to their head office/principal office by the 5th day of the following month and preserve the office copy in their own branches/departments. The head offices may also collect soft copy of all statement and schedules. By consolidating all transactions of branches and departments the head offices/principal offices shall fill up RIT (1) T_ME_M_FRC_TRN for all Schedules and (2) T_ME_M_FRC_TRN_SUPP for all Summary Statements and create Comma Separated Value (.CSV) files. Afterwards, all banks shall upload the .CSV files in the EDW portal [File Transfer Protocol (FTP) Server] of Bangladesh Bank by the 10th day of the following month for being used by the Statistics Department, Bangladesh Bank, Head Office, Dhaka. Here, T→ Template, ME→ Monetary and Economic, M→ Monthly, FRC→ Foreign Currency, TRN→ Transaction and SUPP→ Supplementary.

Submission of hard copies or returns

The duplicate copies of statements/schedules alongwith the relevant forms (only required) should be endorsed to the concerned Area Office of Bangladesh Bank. These monthly statements/schedules from the branches should be so dispatched as to reach the concerned area office of Bangladesh Bank by the 5th day of the following month. The monthly statements/schedules, etc. from the head office/principal office of the ADs should likewise reach the Foreign Exchange Operation Department (FEOD), Bangladesh Bank, Head office by 12th of the following month. For disposal of forms, instructions mentioned in Vol-1 shall be followed by ADs.

The summary statements should be furnished in :

Statement S-1 : For reporting transactions in all foreign currencies other than for transactions with ACU member countries (Appendix-1).

All foreign exchange transactions (other than transactions through ACU mechanism), transfers and adjustments which effect the AD's own position(s) in currency(ies) should be listed in this statement.

Statement S-2 : For reporting transactions with ACU member countries under ACU mechanism (ACU Dollar and ACU Euro) (Appendix-2). All purchases and sales, exchanges, transfers and adjustments under ACU mechanism which effect the AD's own ACU currency position should be listed in this statement.

Statement S-4 : For reporting transactions in Taka accounts of non-resident bank branches and correspondents held by ADs (Appendix -3).

Statement S-5 : For reporting transactions in Barter and Special Trade Arrangement Accounts (Appendix-4).

Statement S-6 : For reporting transactions of sales and purchases of approved foreign currency notes. This statement shall be submitted in duplicate along with the usual returns as per prescribed proforma (Appendix-5).

Statement FCS-7 : For reporting transactions of personal foreign remittances of Bangladesh nationals working or residing abroad (Appendix-6).

Statement EFCS-8 : For reporting transactions in ERQAs of exporters of goods and services (Appendix-7).

Statement S-9 : For reporting transactions in foreign currency accounts of resident corporate entities as mentioned in Para 16.B (Appendix-8).

Statement S-10 : For reporting ADs transactions with the units of EPZs/EZs territories (Appendix-9).

Statement S-11 : For reporting OBU transactions with the units of EPZs/EZs territories and other transactions of OBUs (Appendix-10) .

Statement S-12 : For reporting transactions of Money Changers (Para 24) [To be submitted by ADs on behalf of the money changers] (Appendix-11).

Statement S-13 : For reporting transactions in the foreign currency accounts of other resident entities as mentioned in Para 16.C (Appendix-12).

6. Compilation of Summary Statements

- (a) Each summary statement will be an abstract of the ADs ledger account and will consist of total under specified heads. Opening and closing balances should be added making each summary a complete and balanced statement.
- (b) ADs shall complete only one S-4 statement for each month in which consolidated figures of all non-resident Taka bank accounts maintained with them shall be provided. It will not be necessary to complete a separate S-4 statement for each non- resident Taka bank account.
- (c) Reporting procedure under commodity exchange agreements : While reporting transactions under various commodity exchange agreements the banks designated for handling such transactions shall follow the procedure outlined below:
 - (i) The designated banks maintaining barter accounts shall submit country-wise consolidated S-5 statement covering all the barter accounts in respect of a

particular country. In other words, separate monthly returns for each barter account with a particular country need not be submitted.

- (ii) The branches of the designated banks which do not maintain barter accounts will not be required to submit the S-5 statement to the concerned Area Office of Bangladesh Bank. These branches shall report the transactions alongwith the relevant forms to the designated branch which shall be responsible for consolidating all transactions in the summary statement for submission to the Bangladesh Bank alongwith the relevant forms and schedules.

7. Supporting Schedules and Forms of the Summary Statement (S1 to S6)

To support the details of the totals entered in the summary statements, every statement must be accompanied by schedules and the relative forms as indicated in the summary statements. Only required forms are to be submitted to Bangladesh Bank (Para 4, Chapter 1, Vol-1). Procedures for disposal of Forms IMP, EXP, C and TM are described in Vol-1.

The schedules should be compiled as under

Only resident to non-resident (cross border) transactions should be reported to the following Receipts and Payments Schedules: A-1, A-2, A-3, J, E-1, E-2, E-3 and E-5:

Each of the above Schedules has a combined heading as under:

Schedules	Combined Heading	
A-1	A-1/O-1	(See Appendix-13)
A-2	A-2/O-2	(See Appendix-14)
A-3	A-3/O-3	(See Appendix-15)
J	J/O-4	(See Appendix-16)
E-1	E-1/P-1	(See Appendix-17-I)
E-2	E-2/P-2	(See Appendix-17)
E-3	E-3/P-3	(See Appendix-18)
E-5	E-5/P-5	(See Appendix-19)

Combined headings have been provided to facilitate preparation of Schedules O&P in respect of transactions of branches who do not maintain independent currency positions but use the foreign currency accounts of the head/principal office/another branch, and themselves submit unbalanced summary statements to the concerned Area Office of the Bangladesh Bank. The procedure for preparation of these Schedules is described in sub-para (n) of Para 8 below.

8. (i) Schedules

(a) Schedule A-1, A-2 and A-3

Purchase of foreign currencies or debits to non-resident bank Taka accounts covering proceeds of exports from Bangladesh shall be listed on Schedule A as follows:

Schedule A-1 (Appendix-13)

i) Export proceeds purchases or collection basis

In cases where EXP Form is certified against purchase of foreign currencies or debit to non-resident Taka account, the transaction must be listed on a relative Schedule A-1 on the basis of Online Export Monitoring System. In cases where EXP Form is certified against partially purchase of foreign currency or debit to non-resident Taka account, the transaction must be listed on a relative Schedule A-1 on the basis of Online Export Monitoring System.

Schedule A-2 (Appendix-14)

Advance receipts for goods to be exported.

In cases where no EXP Form is certified at the time of purchase of foreign currency or debit to non-resident Taka account, the particulars shall be listed on Schedule A-2. If an advance remittance is received for an export, the AD must make out an ARV(Appendix-20). Particulars of ARVs must be listed in Schedule A-2. When the EXP Form is ultimately made out and a deduction shown for the advance receipt, the date of the ARV must be stated on the EXP Form.

Totals of Schedules A-1 and A-2 must be cast and the total of A-2 brought forward to A-1 and grand total to be shown on the A-1 which must agree with the amount entered on the summary statement. Even in cases where there is no certified EXP Form to be submitted with the return, an A-1 schedule should be completed showing a nil figure and giving the total figure of A-2 making up the grand total on A-1.

Every item in Schedules A-1 and A-2 shall be supported by a certified copy of EXP Form or a voucher, as applicable. Conversely, for every voucher or EXP Form, there should be an item in the appropriate schedule. No EXP Form should be mentioned with the return against which no receipt is being reported on the Return. If more than one schedule sheet is used, the sheets must be serially numbered and stitched together.

Separate Schedules A-1, A-2 and A-3 must be attached to the summary statement relating to each currency. It is not permitted, for example, to enter the forms in USD and GBP in the same summary statement.

Schedule A-3 (Appendix-15): Exports to Myanmar under Bangladesh-Myanmar Border Trade Arrangement

Schedule A-3/O-3 has been solely designed to incorporate figures pertaining to purchase of foreign currency against exports to Myanmar under Bangladesh-Myanmar Border Trade Arrangement. The ADs shall attach this schedule with a separate summary statement S-1 titled as "For transactions in all currencies (excluding ACU Dollar and ACU EURO) under Border trade arrangement between Bangladesh and Myanmar" and schedule A-1/O-1 should be replaced by A-3/O-3.

(b) Schedule J (J/O-4) (Appendix-16): Inward remittances other than export earnings under EXP reporting method and wage earners' remittances

All inward remittances through banking channel other than export earnings under EXP reporting method and wage earners' remittances must be listed on Schedule J on the basis of declaration on 'C' forms (Appendix-10 & 11, Vol-1)/invoice/SWIFT messages/e-mail, etc. However, currency-wise separate list shall be made. The schedules must be attached to the relative S-1, S-2, S-4 etc. statements and the totals on the schedule must agree with those entered in the statements.

Every item appearing in the Schedule J must be supported by form-'C' for amount exceeding USD10,000 or equivalent and copy of invoice/SWIFT messages/e-mail, etc. with declaration of purpose for amount upto USD10,000 or equivalent. In cases of encashment of foreign currency instruments by Foreign Missions in Bangladesh, the name of the Mission concerned should invariably be mentioned on the 'Form C'.

Online Inward Remittance Monitoring System Coding : AD shall use country of origin of ordering customers with appropriate purpose code in Online Inward Remittance Monitoring System and hard copy of "Form C" on the basis of "Code lists for reporting of external sector transactions by the Authorised Dealers" to make good statistics and BOP compilation as per BPM-6

ADs must carefully note that Schedule J is to cover items OTHER THAN RECEIPTS FOR EXPORT UNDER EXP METHOD. Export receipts under EXP methods are to be included under Schedule A and not under Schedule J.

(c) Schedule B (Appendix-22)

Currency purchased against convertible foreign currencies is to be listed on Schedule B. Separate schedule must be made out for each currency of which the name must be written on schedule and be attached to the relative S-1, S-2, or S-6 statement. Sales of currencies within the banks should be in accordance with regulations as prescribed by the Bangladesh Bank from time to time.

(d) Schedule C (Appendix-23)

Currencies purchased from other ADs or branches in Bangladesh maintaining a separate currency position must be listed on Schedule C. A Separate schedule must be made out for each currency of which the name must be written on the schedule and be attached to the relative S-1, S-2 or S-6 statement.

(e) Schedule D (Appendix-24)

Foreign currencies purchased from and sold to the Bangladesh Bank must be entered on Schedule D and totals entered on the relative summary statements.

(f) Schedules E-1, E-2, E-3 and E-5 (Appendix 17-I, 17, 18, 19)

Forms relating to sales of foreign currencies to the public must be listed as under:

- i) Form IMP on Schedules E-1, E-2; amount should be reported in FOB value.
- ii) Form TM on Schedules E-3.
- iii) Demand draft on Schedule E-5; amount should be reported in FOB value.

Schedule E-1 (Appendix-17-I): Advance payments for goods to be imported:

If an advance remittance is made for an import bills under LCs/contracts, the AD must enter the all information in 'Online Import Monitoring System' and make out the relevant schedule E-1/P-1 and the summary statement. After final payment of the rest of the amount of LCs/contracts, AD make out the relevant schedule E-2/P-2 and the summary statement for the rest amount.

Schedule E-2 (Appendix-17): Import under LCs/contracts

Sales on account of import bills under LCs/contracts should be reported when the transactions are put through the currency account on receipt of import documents and not on the basis of retirement of bills by the importers. AD must enter the all information to Online Import Monitoring System and make out the relevant schedule E-2/P-2 and the summary statement.

Schedule E-3 (Appendix-18): Outward remittance other than Import payments

All resident to non-resident transactions on the basis of declaration on 'TM'

forms (Appendix-5/9, Vol-1) other than import payments must be listed on Schedule E-3, separate list being made for each currency. The schedules must be attached to the relative S-1, S-2, S-4 etc. statements and the totals on the schedule must agree with those entered in the statements.

"Online `Form TM' Monitoring System" Coding

AD shall use country of origin of beneficiary with appropriate purpose code in 'Online TM monitoring System' and hard copy of 'Form TM' on the basis of Code lists for reporting of external sector transactions by the Authorised Dealers to make good statistics and BOP compilation as per BPM-6.

Schedule E-5 (Appendix-19): Import under Myanmar under Bangladesh-Myanmar Border Trade Arrangement

Schedule E-5/P-5 has been solely designed to incorporate figures pertaining to purchase of foreign currency against import to Myanmar under Bangladesh-Myanmar Border Trade Arrangement. The AD Shall attach this schedule with a separate summary statement S-1 titled as "For transactions in all currencies (excluding ACU Dollar and ACU EURO) under Border trade arrangement between Bangladesh and Myanmar" and name of schedule E-5/P-5 should be replaced by E-1/P1.

As with schedule A, a separate schedule must be made out for each currency and attached to the respective S-1 , S-2, S-4 or S-5 statement. For every item listed in schedules E (excepting E-5) there must be a payment form (IMP or TM, as appropriate to the transaction).

(g) Schedule F (Appendix-25)

Currencies sold against purchases of other foreign currencies is to be listed on schedule F. Separate schedule must be made out for each currency of which the name must be written on the schedule and be attached to the relative S-1, S-2 or S-6 statement. Purchases of currencies should not breach the conditions/ restrictions prescribed by the Bangladesh Bank from time to time.

(h) Schedule G (Appendix-26)

Currencies sold to other AD or branches in Bangladesh maintaining a separate currency position must be listed on Schedule G. A separate schedule must be made out for each currency of which the name must be written on the schedule and must be attached to the relative S-1. S-2 and S-6 statements.

(i) Schedule H (Appendix-27)

Currencies bought (including cover fund purchases against wage earners' remittance) against credits to non-resident bank Taka accounts must be entered on Schedule H. A separate schedule must be made out for each currency and attached in duplicate to the relative summary statement S-1 or S-2 and total amount of currency shown on the schedule must agree with item no. 3 on the purchase side of the relative summary statement while total of Bangladesh Taka figures must agree with the totals of item 4 on credit side of S-4 statements.

(j) Schedule K (Appendix-34)

The schedule K is not related to the Summary Statements S-1, S-2 or S-4 (Paragraph 18 below).

(k) Schedule L (Appendix -28)

Debits to non-resident bank Taka Accounts covering transfers to other non-resident bank Taka Accounts must be listed on Schedule L and the total amounts of Taka must agree with the total on S-4 statement, The schedule should be submitted to the Bangladesh Bank in duplicate with the relative summary statements.

(l) Schedule M (Appendix-29)

Debits to non-resident bank Taka Accounts against sales of foreign currencies must be listed on Schedule M and the total must agree with the amount entered on S-4 statement. Thus, for example, if US Dollars are sold to a US bank against debit to that bank's non-resident Taka account, the US Dollar will be reported against item No. 3 on the sales side of the S-1 statement for US Dollar. The schedule should be submitted to the Bangladesh Bank in duplicate with the relative summary statements.

(m) Schedule N (Appendix -30)

The closing balances of the non-resident bank Taka Accounts must be listed on Schedule N. They should be grouped according to countries or currency groups. The final total must agree with the amount entered for closing balance on the S-4 statement.

(n) Schedules O & P (Appendices -31 & 32)

Branches that do not maintain independent currency positions but operate on the foreign currency accounts of their head office/principal office/another

branch are required to submit to the Area Office of the Bangladesh Bank unbalanced summary statements S-1, S-2 etc. Their transactions eventually reflect in the relative currency accounts although not in the same reporting period. The transactions on account of branches booked in the currency account are reported on schedule O & P .

The branches operating on head office/principal office/another branch account will continue to prepare the summary statements in the usual manner but prepare the supporting schedules in quadruplicate. The originals, duplicates and triplicates of these schedules after deleting O-1, O-2, O-3 and O-4 from the headings and similarly after deleting P-1, P-2, P-3 and P-5 respectively will be sent along with the summary statements to the concerned Area Office of the Bangladesh Bank. The quadruplicate after deleting A-1, A-2, A-3, J, E-1, E-2 and E-3 from the heading will be sent to the office of the Authorised Dealer on whose foreign currency account they operate.

The AD whose currency account has been operated upon shall amend the Schedules O-1, O-2, O-3, O-4, P-1, P-2, P-3 and P-5 received from the branches by deleting such entries which have not been booked during the reporting period and adding those of the previous period which have been booked during this period. The total of the amended Schedules O-1, O-2, O-3, & O-4 shall be listed on Schedule O and the total of Schedules P-1, P-2, P-3 and P-5 listed on Schedule P for each branch. The aggregates of Schedule O and P should respectively match with items 7 of Purchase and Sale sides of the summary statements S-1, S-2 and items 6 of Purchase and Sale side of the Summary Statement S-4.

(o) Schedule R (Appendix-33)

Credits to non-resident bank Taka accounts covering transfers from other non-resident bank Taka accounts must be listed on Schedule R and the total amounts of Taka must agree with the total on S-4 Statement. The schedule should be submitted to the Bangladesh Bank in duplicate with the relative summary statements.

(p) Opening and Closing Balances

The opening and closing balances are to be taken from the currency accounts in the books of the AD. The abbreviations Cr. or Dr. on the summarised statements are interded to signify :

Cr.- Credit balances with agents or correspondents abroad as shown by Debit balances in own books.

Dr.- Debit balances with agents or correspondents abroad as shown by Credit balances in own books.

Balances of customers' foreign currency accounts should be excluded from the Authorised Dealer's balances.

8(ii) Reporting of foreign exchange transactions on account of Goods and Services

(a) All resident to nonresident transactions other than those of related with export/import of merchandise goods are to be listed in the relevant statement and schedules J or E-3 etc. and transactions on account of export/import of merchandise goods shall be listed in the relevant Schedules A-1/2/3 or E-1/2/5 etc.

(b) Merchandise Goods

For being reported as transactions of merchandise goods, the following three conditions are to be met :

- (i) Changing of economic ownership between a resident and a non- resident
- (ii) Movement of goods must be custom certified and ;
- iii) Must cross the border (Excluding movements of goods through postal and courier services which should be reported in schedule J or E-3)

If the above three condition are met, the transactions shall be treated as transaction of merchandise goods and hence shall be reported in schedule A-1/2/3 (for exports) or E-1/2/5 (for imports). If the above three condition are not met, such transactions shall be listed in Schedule J or E-3 etc.

(c) If import/invisible payments are funded through purchase of foreign currency from interbank, the following procedures are to be adhered to :

- i) The seller bank shall report the transaction in schedule "G" with foot note.
- ii) The buyer bank who finally remits abroad shall report the transaction in Schedule "C" with foot note. Besides, the same shall be reported in Schedule E-2 (for import) or in Schedule E-3 (for invisible).

(d) Reporting of goods for processing: CMT basis exports (EXP) must be listed on schedule J & E-3. Goods received (FOB gross value) should be reported on schedule E-3 and value of goods exported (FOB+CMT) shall be reported in schedule J.

Develop the Style	Purchase the Fabric	C	M	T	Shipout the goods
		Cut the fabric	Make the garments	Trim the garments	

(e) All resident to resident transactions of goods and services in foreign exchange [between enterprises in Bangladesh outside EPZs/EZs and enterprises in EPZs/EZs, EPZs/EZs enterprises to EPZs/EZs enterprises (within same or other EPZ/EZ), EPZs/EZs enterprises to enterprises in Bangladesh outside EPZs/EZs, Bangladesh enterprises to Bangladesh enterprises, Bangladesh enterprises to KAFCO (vice versa) should be reported without Schedules at others column in relevant Summary Statements.

8(iii) Reporting International Cards Transactions

ADs shall report transactions of international cards through "International Card Monitoring System" operated by Bangladesh Bank as mentioned in Chapter 19, Vol-1.

For reporting to Statistics Department, Bangladesh Bank, Card division of the Head office/Country office of ADs shall prepare and report (consolidated) purpose-wise and country-wise transactions (receipts from acquirers/payments by issuers) in foreign exchange in the relevant schedules J/E-3 and Statement S-1 on behalf of Head Office/Country Office for use of international cards (debit, credit, pre-paid, virtual and others) on the basis of settled transactions under appropriate head. However, AD branches shall prepare respective Statements (Such as S-1 to S-13, FCS-7, EFCS-8) considering/reflecting such transactions as transfer/adjustments in relevant summary statements (as purchase or sale, as the case may be) without schedules under appropriate head on the basis of settled transactions. While preparing schedules by Card Division, appropriate purpose code shall have to be used. For example, in case transactions against travel purpose (receipts from acquirer/ payments by issuer), relevant travel purpose code shall be used. In case of roaming bill settled by international cards, card division of Head Office/Country Office shall report in relevant statement S-1 without schedule under appropriate head for resident to resident (within reporting economy) transactions.

To mention, payment against international cards issued for the executives of EPZ/EZ enterprises shall be considered in Statement S-10/S-11 as adjustment/transfer by ADs/OBUs while Card Division of the concerned bank shall report such transactions in the schedule E3 and Statement S-1. Likewise, payment against international cards issued from the balance of ERQ account of a non EPZ/EZ enterprise/balance of wage earners' FC account shall be considered in the statement EFCS-8/FCS-7 as adjustment/transfer by the ADs while Card division of the concerned bank shall report such transactions in the Schedule E3 and Statement S-1. When the country, currency and purpose are same, ADs shall list consolidated single entry in the relevant schedules (J/E3) for transactions through cards. However, reporting to Statistics Department shall be through Rationalised Input Template (RIT) only.

8 (iv) Receipts/payments against services including BPO : Appropriate purpose code shall be used for reporting resident to non-resident foreign exchange transactions against providing information technology enabled (ITE) services (including BPO). For reporting such transactions ADs are advised to use the relevant schedule and code from the set of codes provided for the purposes of computer data processing, hosting services, etc. ADs shall maintain copy of 'C' Forms /invoice/SWIFT messages, e-mail etc. as per direction of FEPD/FEOD in support of such transactions.

9. Foreign currency notes

ADs are asked not to include their holdings of foreign currency notes in the balances reported on the S-1 and S-2 statement and they are to omit their transactions in currency notes completely except where such transactions result directly in entries on their currency accounts. Examples of these are when an AD under special licence imports bank or currency notes from abroad paying for them by drawing on the currency account and alternatively when an AD sends a batch of currency notes abroad to be credited to his account. In the first instance the transaction should be treated as sale of currency and reported on TM Form which will be included in Schedule E-3. In second case the Authorised Dealer will report the purchase of the currency under the head "Purchases covering remittances from abroad other than for exports" on the relative Summary Statement. Again, if a traveler obtains USD 1000 TCs and USD 500 in currency notes as his travel quota, the transaction should be included in Statement S-1 as the sale of USD 1000, the transaction of USD 500 in currency notes being omitted.

10. Method of dispatch of Statements to the Bangladesh Bank

The Statements being dispatched to the Bangladesh Bank should be put in separate envelopes or packages, i.e., each of the S-1, S-2, S-4, S-5, S-6, FCS-7, EFCS-8, S-9, S-10, S-11, S-12 & S-13 statements separately. On the outside of the envelopes or covers, preferably on the back in the top left corner, the name of the AD, the last date of the respective period, the type of statement enclosed and the currency should be shown. Example:

XYZ Bank
Period ended 31.12.2017
Statement S-1
Currency USD

11. Reporting of transactions under FC accounts other than those of Bangladesh nationals working or residing abroad

Deposits to and withdrawals from the foreign currency accounts shall not be included in the usual Summary Statements viz., S-1, S- 2 etc. of the ADs. Withdrawals made from these foreign currency accounts for payment in Taka in Bangladesh should, however, be treated as inward remittance and, therefore, the amount involved should

be shown as purchase in the usual summary statements viz., S-1, S-2 etc. in the others column without schedules.

This is to mention here that deposits to and withdrawals from the foreign currency accounts of resident corporate entities [(other than those of EPZ/EZs (A-Type, B-Type, C-Type)], other resident entities, ERQAs of exporters of goods & services, shall be reported in the usual Summary Statements viz., S-9, S- 13 and EFCS-8 of the ADs as the case may be, as shown in the box below .

Box : Different Types of FC Accounts and Relevant Summary Statement			
FC Accounts of Entities	Summary Statement	Para	Appendix
FC accounts of Bangladesh nationals working or residing abroad	EFCS -7	16.A	6
FC accounts of resident corporate entities opened under special permission of Bangladesh Bank	S -9	16.B	8
FC accounts of resident individuals/corporate entities opened under general permission of Bangladesh Bank mentioned in Section I, III, VI, Ch 13, Vol-1	S-13	16.C	12
ERQAs of exporters (goods and services)	EFCS-8	13(b)	7
Entities of EPZs/EZs through ADs	S-10	14	9
Entities of EPZs/EZs through OBU	S-11	14	10

12. Reporting of transactions of personal foreign remittances and transactions in FC accounts of Bangladesh nationals working/residing abroad.

(a) Reporting of daily wage earners' remittances through RIT

The head offices of ADs shall submit i.e. upload daily transaction of wage earners' remittance on the basis of disbursement to beneficiary accounts in a consolidated form covering figures from all AD branches/departments in currency-wise and district-wise through RIT named T_ME_D_REMITTANCE (T→ Template, ME→ Monetary and Economic, D→ Daily) maintained by Statistics Department, Bangladesh Bank, Head Office, Dhaka on the following day before 11 A.M. The AD must satisfy itself about full coverage of all NRB (Wage earners) remittances data in this template and in summary statement FCS-7 with specific schedules FCR-1,2,3,4.

The following fields are mandatory to complete the T_ME_D_Remittance as shown in the following box :

Dated	FI Name	AD FI Branch	Report Type	Schedule Code
Type Code	Currency	Country	Districts	Amount of FC

(b) Reporting of Monthly Wage Earners' Remittances

For reporting personal foreign remittances of Bangladesh nationals working/residing abroad and transactions of all foreign currencies and under foreign currency accounts of such Bangladesh nationals through all ADs, head offices of ADs shall submit separate monthly Summary Statements FCS-7 (Appendix-6) for GBP, USD, EURO, JPY etc. in consolidated form covering figures from all AD branches and departments to the Statistics Department, Bangladesh Bank, Head Office, Dhaka by 10th of the following month through RIT in the EDW's FTP Server.

The figures reported in summary statements must be supported by Schedules FCR-1, 2, 3 etc. and FCP-1, 2, 3, etc. along with relevant IMP, TM Forms. Inward wage remittances received for crediting F.C. accounts or in other forms shall be reported in respective currency in FCS-7 (Appendix-6) without converting to any other currency.

Total wage earners' remittance of reporting month (FCR-1+FCR-2+FCR-3+FCR-4) should be equal to sum of daily wage earners' remittance of the same period. For reporting the transactions of wage earners' remittances, the country code should be reported as per source of wage earners' country name (country of origin of wage) wherever the cover fund of remittances come from.

- (i) Inward remittance receipts/deposits through banking channel into FC accounts and FDD/TTs purchased from Bangladesh nationals working/residing abroad for their family maintenance shall be reported in FCR-1.

(ii) Inward remittances received through Taka A/C of non-resident bank branches, correspondents, exchange houses and subsidiaries abroad shall be reported in FCR-2 (on the basis of disbursement to beneficiary' accounts). The same i.e. amount under FCR-2 shall be reported in both deposit and withdrawal sides of statement FCS-7 for balancing. Noted that, the amount of FCR-2 is contra entry of item no. 7 (against disbursement amount of Wage earners' remittances) debit side of statement S-4.

(iii) Local deposits into foreign currency accounts viz. draft, TC, cash etc. and purchases of cash/TC, draft etc. from Bangladesh nationals working/residing abroad shall be reported in FCR-3 and

(iv) Postal inward remittances shall be reported in FCR-4. The above transactions shall be shown in Summary Statement FCS-7.

Deposit in foreign currency account or purchases of cash/TC/draft/TT etc. cover fund receipts from Exchange Houses (as purchases of cover fund) from anywhere, country should be reported in FCR-1/2/3/4 according to source country of remittances.

On disposal of foreign exchange from wage earners' foreign currency accounts, the resultant should be reported in Schedule FCP-1 for import payments, invisible payments shall be reported in FCP-3 and in FCP-6 for purchased by ADs (other than cover fund purchase for credit to Taka account of non-resident bank branches or correspondents which shall be reported in schedule H). The contra entry of FCP-6 shall be reported in S-1 (purchase side item no.8) for draft, TC etc. and in S-6 (purchase side item no. 4) for cash. Separate FCP-6 shall be reported for draft, TC and cash.

Besides, transfer abroad from FC accounts of NRBs (Bangladesh nationals working/residing abroad) shall be reported in Schedule FCP- 8 (Appendix 6-IX) while transfer from such accounts to FC accounts with other banks in Bangladesh shall be reported in FCP-9 (Appendix 6-X).

Transactions which are settled through the ACU mechanism utilising funds from the foreign currency accounts of Bangladesh nationals working abroad should be reported in Summary Statement S-2. The supporting schedules (E-2, E-3 etc.) however should be separately and distinctly identified by means of a suitable inscription according to the transaction's mode of financing viz. cash, foreign currency funds of Bangladesh nationals working/residing abroad as the case may be. The summary total must agree with the total of the schedules.

13.(a) Reporting of inland LC settlements

Payments against inland LCs in foreign exchange (See Para 40, Ch-7, Vol-1) shall be reported in Summary Statement S-1 against serial no. 8 on sales side as “payment against inland LC”. The recipient Authorised Dealer shall report the receipt against serial no. 8 on the purchase side of S-1 as “receipt in settlement of inland LC”. For purchase and sale of fertilizers between Bangladesh and KAFCO two purpose codes 6016 and 2016 (as the cash may be) shall be used in purchase side and sale side of Summary Statement S-1 respectively.

(b) Reporting of transactions under ERQ Accounts of the exporters of goods and services

Transactions in ERQ Accounts of exporters of goods and services shall be reported in the following manner:

- (1) Head Offices of ADs shall prepare and submit (through RIT) Monthly Summary Statements (Appendix 7) for USD, GBP, EURO, JPY etc. in consolidated form covering figures from all AD branches containing all transactions under the ERQAs of goods and services exporters.
- (2) The amount in foreign currencies (except ACU Dollar/ACU Euro) credited to retention quota account (out of repatriated export proceeds) shall be shown under serial no. 8 in the sales side of S-1 as “Transfer on account of exporters retention quota to EFCS-8”. As a contra, this amount shall be shown in the deposits side of Statement EFCS-8 against serial no. 1. Schedule EFCS-1 (Appendix-7-I) shall accompany this statement.
- (3) The amount in ACU Dollar/ACU Euro credited to retention quota account out of export proceeds repatriated under the ACU mechanism shall be shown in the sales side of S-2 against serial no. 8 as “Transfer to S-1 on account of exporter’s retention quota”. Simultaneously, this amount will be shown in the purchase side of S-1 against serial no. 8 as “Receipt from S-2/ S-4/ S-5 on account of exporter’s retention quota.” The same amount shall be reported as contra in the sales side of S-1 (against serial no. 8) and EFCS-8 as described in sub-para (2) above.
- (4) Retention quota against export receipts through non-resident Taka account shall be credited by the AD to the retention quota account by selling equivalent Pound Sterling/US Dollar/ Euro/ Japanese Yen, which will be shown in the sales side of S-1 against serial no. 8 as “Transfer on account of Exporter’s retention quota”. This amount shall be reported in the deposits

side of EFCS-8 against serial no. 1 alongwith supporting schedule EFCR-1 as mentioned in sub-para (2) above.

- (5) For barter transactions, the same procedure as described under (3) above shall apply, except that the transfer to S-1 will in this instance be from S-5 rather than S-2.
- (6) The portion of retention quota maintained as term deposits is to be shown separately at item no. 1 on the deposit side of EFCS-8 in the space provided for therein.
- (7) The amounts debited from the exporters' retention quota accounts for imports and other expenses by the exporters shall be reported in the withdrawal side against nos. 1 and 2 enclosing schedules EFCP-1 and EFCP-2 respectively (Appendices 7-II and 7-III) .
- (8) Debits to retention quota accounts for payment settlement through ACU shall be shown in the withdrawal side of EFCS-8 at sl. no. 3 as “Transfer to S-2 for settlement under ACU” and its contra on the purchase side of S-2 against serial no. 8 would be “Receipt by way of transfer from EFCS-8 for payment through this account”.

14. Reporting of Transactions of EPZ/EZ Units

A. Foreign exchange transactions (exports, imports, invisible receipts and payments, etc.) of EPZs/EZs (A-Type, B-Type, C-Type) and other non-processing & service providing entities shall be separately accounted for.

The ADs shall open notional account of EPZs/EZs for their EPZs/EZs constituents to which all foreign currency receipts/payments of the EPZs/EZs constituents shall be credited/debited. Deposits into/withdrawal from the notional account shall not be taken into the regular exchange position of the AD.

For reporting foreign exchange transactions of EPZs and EZs constituents conducted through ADs, statements S-10 shall have to be used while Statement S-11 shall be used for reporting of foreign exchange transactions of EPZs/EZs constituents conducted through OBUs. In both statements relevant schedules shall be attached in applicable cases. Similarly, appropriate existing codes shall used for reporting transactions of various nature of such constituents.

ADs/OBUs shall maintain separate register/ledger for reporting foreign exchange transactions of EPZs/ EZs entities. Besides, EPZs/EZs shall be treated as separate economic territory or zone.

B (a) Transactions of EPZs/ EZs entities through ADs

For reporting foreign exchange transactions of EPZs/EZs constituents with abroad, within same EPZ/EZ, with other EPZs/EZs, with other areas of Bangladesh, ADs shall use Summary Statement S-10 with relevant schedules. However, schedules shall not be attached for reporting transactions within Bangladesh (within same EPZ or EZ, other EPZs or EZs, other areas of Bangladesh). Transactions with abroad shall be reported with schedules.

(b) Transactions of EPZs/ EZs entities through OBUs

For reporting foreign exchange transactions of EPZs/EZs constituents (Type A units) with abroad, within same EPZ/EZ, with other EPZs/EZs, with other areas of Bangladesh, OBUs shall use Summary Statement S-11 with relevant schedules. However, schedules shall not be attached for reporting transactions within Bangladesh (within same EPZ or EZ, other EPZs or EZs, other areas of Bangladesh). Transactions with abroad shall be reported with schedules.

(c) The schedules for reporting transactions of EPZs/EZs entities (by ADs/OBUs) with abroad shall be A-1, A-2, J, E-2, E-3 etc.

(d) Transactions of non-processing entities of EPZs/EZs with abroad through ADs

Foreign currency receipts/payments from/to abroad in favor of BEPZA/BEZA or any other non-processing entities i.e. developers, various service providers trade bodies, banks, warehouses, labor organizations, health, education, amusement, offices of any other organizations etc. shall be reported in the relevant summary statement S-10 and schedule J/E-3.

(e) OBUs own transactions with non-residents

OBUs own resident to non-resident transactions, receipts/payments from/to abroad shall be reported in the relevant statement S-11 and schedule J/E-3. Transactions of 100% foreign owned non-processing organisations through OBUs shall be reported in the relevant summary statement S-11 and schedules J/E-3.

(f) For reporting of exports, imports, other receipts/payments supporting documents like invoice should be attached where applicable.

(g) For reporting of ACU transactions in S-10 & S-11, ADs & OBUs shall use ACU currency code 98 for reporting ACU transactions in ACU Dollar and 47 for reporting ACU transactions in ACU Euro. For transactions of EPZs/EZs units with Bangladesh through ADs/OBUs shall be reported without schedules in relevant other column.

- C. Transactions of exports, imports, invisible receipts & payments of enterprises outside EPZs/EZs in Bangladesh with EPZs/EZs enterprises shall be taken into regular exchange position of ADs and shall be reported in the summary statement of S-1 without Schedules in relevant others column.

Exports, imports, invisible receipts & payments of EPZs/EZs enterprises with Bangladesh enterprises outside EPZs/EZs or Domestic Tarrif Area (DTA), Export Oriented Industry (EOI), Inter-zone and Intra-zone of EPZs/EZs shall be taken into position of EPZs/EZs enterprises notional account and shall be reported in the summary statement of S-10 , S-11 without schedules in relevant others column.

- D. The portions of export proceeds or other receipts of EPZs/EZs enterprises encashed in Taka shall be taken into the regular exchange position of the ADs and shall be reported in the Summary Statement of S-1 without schedules in others column by debiting to the Notional Account and contra entry should be reported in the summary statement of S-10,S-11 without schedules in relevant others column.

15. Amalgamation of cash holdings pertaining to FC accounts of customers and regular accounts of ADs

ADs may amalgamate stocks of foreign currency notes purchased from customers (and taken into exchange position) and those credited into FC accounts of customers in so far as separate accounts are maintained of these stocks. They may also transfer foreign currency notes from one account to another with a corresponding transfer of funds from or to the special accounts to or from the special accounts relating to balances of customer's FC accounts.

Transfer of foreign currency notes from the special accounts relating to balances of customer's FC accounts to the exchange position of the Authorised Dealer should be reported in S-6 Statement against item No. 4 (other state) and the transfer of the corresponding amount from the ADs regular account to the aforesaid special account as sale against item No. 8 of the S-1 statement. Similarly, transfer of foreign currency notes from the exchange position of an AD to the special account relating to balances of customer's FC Accounts should be reported as sale against item No.4 (others state) of the S-6 Statement and the corresponding transfer of the fund from the said special account to the regular account of Authorised Dealer should be reported as purchase against item No. 8 of the S-1 Statement.

16. A. Transactions relating to personal foreign remittances of Bangladesh nationals working abroad or residing abroad

Transactions relating to personal foreign remittances of Bangladesh nationals

working abroad or residing abroad along with deposits into and withdrawals from FC accounts of such Bangladesh nationals shall be reported in Statement FCS-7 (appendix-6) along with Schedules FCR and FCP as under:

(a) Deposits

- (i) FCR-1 (Appendix-6-I)- Country-wise wage remittances from Bangladesh nationals working abroad or residing abroad through banking channel (deposits into FC accounts, purchases of FDD, FTT etc.) (as mentioned in Para 12).
- (ii) FCR-2 (Appendix-6-II)- Country-wise wage remittances received from Bangladesh nationals working abroad or residing abroad through taka accounts of non-resident bank branches or correspondents (listed on the basis of disbursement) (as mentioned in Para 12)
- (iii) FCR-3 (Appendix-6-III)- Drafts, TCs, cash etc. locally deposited into FC accounts and purchases of drafts, TCs, cash etc. from Bangladesh nationals working abroad or residing abroad as mentioned in para 12.
- (iv) FCR-4 (Appendix-6-IV)- Country-wise receipts of wage earners' remittances through postal channel as mentioned in para 12(b)(iv).
- (v) FCR-6 (Appendix-6-V)- Transfers from FC accounts maintained with other Authorised Dealers and/or conversion from other foreign currency

(b) Withdrawals

- i. FCP-1 (Appendix-6-VI)- Payment against imports and amount should be reported in FOB value..
- ii. FCP-3 (Appendix-6-VII)- Payments for invisibles.
- iii. FCP-6 (Appendix-6-VIII) Purchases by Authorised Dealer for transfer to S-1 for other than cash /S-6 for cash.
- iv. FCP-8 (Appendix-6-IX)- Transfer to abroad from FC account.
- v. FCP-9 (Appendix-6-X)- Transfer to FC Accounts with other banks.

B. Reporting of transactions under FC Accounts of resident corporate entities

Transactions in the foreign currency accounts of resident corporate entities (other than of EPZs/EZs) (industrial concerns, gas/oil/other minerals exploration companies, power generation companies, mobile phone companies, non-bank financial institution, NGOs, microfinance institutions and other organisations) maintaining FC accounts with permission from Bangladesh Bank shall be reported in Summary Statement S-9 (Appendix-8) along with the following schedules :

RFCR-1 : (Appendix-8-I) : Amount received from abroad as equity capital, intra-company loan & inter-company loan and others shall be reported in this schedule. ADs shall use purpose code on the basis of declaration of Form 'C'/ invoice/SWIFT messages, etc.

RFCP-1 : (Appendix-8-IV): Amount debited for inport payment in FOB value.

RFCP-2 : (Appendix-8-V) : Amount debited from for invisible payments. ADs shall use purpose code on the basis of declaration on Form TM.

RFCP-3 : (Appendix-8-VI): Purchased by ADs for transfer to S-1.

C. Reporting of transactions under FC Accounts of other resident entities

Transactions relating to deposits into and withdrawals from foreign currency accounts of residents opened and maintained under general permission as mentioned in Chapter 13 (Section I, Section III, Section-VI), Guidelines for Foreign Exchange Transactions (Vol-1) [Foreign nationals residing in Bangladesh, foreign firms registered abroad and operating in Bangladesh, Bangladesh nationals working with the foreign/international organisations operating in Bangladesh who get their salaries and allowances in foreign currency, local and joint venture contracting firms employed to execute projects by foreign donors/international donor agencies, diplomatic bonded warehouses operating in Bangladesh having limited money changing licence, RFCD accounts of Bangladesh nationals, other resident entities like airlines, shipping companies, freight forwarders who are allowed to open and maintain FC accounts against general permission of Bangladesh Bank etc.)] shall be reported in Statement S-13 (Appendix 12) alongwith the following Schedules:

RPFRCR-1 : (Appendix-12-I) : Amount received from abroad in foreign currency accounts of other resident entities shall be repoted under this Schedule. Moreover, ADs shall use appropriate purpose code on the basis of declaration on Form 'C'/invoices/SWIFT messages, etc.

RPFPCP-1 : (Appendix-12-II): Amount debited from FC accounts of other resident entities for invisible payments shall be reported under this Schedule. Moreover, ADs shall use purpose code on the basis of declaration on Form TM.

RPFPCP-3 : (Appendix-12-IV): Amount debited from FC accounts of other resident entities for import payments in FOB value.

Transactions in the foreign currency accounts of airlines, shipping companies, freight forwarders (Section VI, Chapter 13, Vol-1) shall be reported in Summary Statement S-13 and hence shall not be reported under S-9.

D. Transactions in the Non-resident Foreign Currency Deposit (NFCD) Accounts [Chapter 13, section-II, (Vol-1) and foreign currency accounts of the following entities shall be excluded for reporting under S-9 or S-13:

- 1) Foreign national residing abroad;
 - 2) Foreign firms registered abroad and operating abroad;
 - 3) Foreign missions and their expatriate employees;
 - 4) International bodies/organisations and their expatriate employees as stated in the Code Lists titled 'Reporting of External Sector Transactions by the Authorised Dealers' published by Bangladesh Bank (Code-3, No. 2701-2799).
17. ADs themselves shall make arrangements for printing of Forms and Returns from time to time which should conform exactly to the size, color, contents and format as prescribed by the Bangladesh Bank, in the following manner:

(a) The stubs provided on the forms EXP and IMP will be filled in by Authorised Dealers in the following manner

The first four boxes of EXP and IMP number will bear AD's branch code assigned by the Bangladesh Bank and the next five boxes are meant for mentioning the serial number of 'Register of Issuing Forms' maintained at the bank and the last two boxes are meant for mentioning the last two digits of the year of registration.

(b) Forms and Schedules other than Forms TM, IMP and EXP shall not bear any serial number.

(c) Size of different Forms, Statements, Schedules etc. shall be as under;

Name of Forms, Statements, etc.	Size	
	Length	Breadth
Forms & Statements	36 cm	23 cm
All Schedules	30 cm	21 cm

(d) Papers of the following colours should be used for printing the the various Summary Statements :

Name of Statement	Colour
S-1	Light green
S-2	Light blue
S-4	Orange
S-5	Pink
S-6	White
FCS-7	Light grey
EFCS-8	Grey
S-9	Brown
S-10	Light yellow
S-11	Yellow
S-12	Violet
S-13	Rose

ADs shall take utmost care in the printing of the Forms exactly as prescribed, and should ensure adequate supply of Forms to their customers to avoid any complaint of non- availability/scarcity.

18. Operations on private non-resident Taka account

ADs must submit in Schedule K (Appendix-34) quarterly return of operations of private non-resident Taka accounts of non-bank clients (i.e. other than Taka accounts of non-resident banks which are reported on S-4 Statement). The schedules shall reach the concerned Area Office of the Bangladesh Bank by 12th April, 12th July, 12th October and 12th January. Only totals for all such accounts of credits and debits and debits passed during the period and of the balances are required. Schedule K consists of the following categories :

- (a) Private non-resident Taka accounts of Bangladesh nationals ohter than bank branches and correspondents.
- (b) Private non-resident Taka accounts of non-Bangladesh nationals excluding bank branches and correspondents.

19. A. Submission of statements relating to imports

Head Offices/Principal Offices of the ADs are required to submit the following statements (hard copy/soft copy as required by the department) relating to

imports to the General Manager, FEOD, Bangladesh Bank, Head Office, Dhaka:

(a) Statement of outstanding foreign payment commitments: Monthly statement of outstanding payment commitments abroad in the prescribed proforma (Appendix-35) as of the month end, reaching the Bangladesh Bank by the 15th of the following month. Position in regard to public sector including TCB and the position in regard to the private sector should be shown separately, using separate forms for each of the two groups.

(b) Monthly statement of commodity-wise import LCs (71 items) : Monthly statement (Appendix-36) showing commodity-wise value of import LCs opened, cancelled, settled during the month and outstanding as of end of each month to reach the Bangladesh Bank by the 10th of the following month.

(c) Commodity-wise (26 items) weekly statement of LC opened and settled (Appendix 37)

(d) Weekly statement of importers' information of the 26 essential commodities as stated in Appendix 37 (Appendix 38)

(e) Commodity-wise (34 items) statement of LC opened and settled (Appendix 39).

(f) Monthly statement of commodity-wise outstanding/unsettled imports (Appendix 40).

(g) Monthly statement of commodity-wise imports without LCs (Appendix 41).

(h) Monthly statement of maturity of payment under deferred payment import LCs/contracts (Appendix 42).

19.B. Half yearly statement of receipts of grants etc. for voluntary activities in Bangladesh in terms of Foreign Donation (Voluntary Activities) Regulation Act 2016 (Appendix 43)

Head Offices/Principal Offices of the ADs are required to submit the above statement (hard copy/soft copy as required by the department) to the General Manager, FEOD, Bangladesh Bank, Head Office, Dhaka by 15th instant of January and July of each year.

19.C. Head Offices/Principal offices of the ADs are also required to submit the following statements to the General Manager, Foreign Exchange Policy Department, Bangladesh Bank, Head Office, Dhaka:

(a) Monthly consolidated statement of convertible taka accounts and foreign currency accounts (Appendix 44).

(B) Monthly statement of release of foreign exchange against travel, treatment and education abroad (Appendix 45).

20. Returns of blocked accounts and securities

ADs are required to furnish half yearly returns in the prescribed proforma (Appendix-46) to the Bangladesh bank as of June and December end showing the balances held by them in blocked accounts. These Return should reach the Bangladesh Bank by the 7th July and 7th January respectively. This Return should show account holders resident in each country separately. Similarly, half yearly Returns in the prescribed proforma (Appendix 47) showing the securities held by ADs in blocked accounts should also be furnished.

These Returns should include the balances and securities held in non-resident accounts blocked by orders of the Bangladesh Bank. Where there are no accounts or securities to report, nil return should be sent. The Returns as of 30th June and 31st December should reach Bangladesh Bank by the 7th of July and January.

21. Reporting procedure for imports under foreign loans and grants, buyers' credits and direct/deemed export bills discounting

The procedure with regard to coding as mentioned in this Chapter shall also apply to imports under foreign loans and grants with the following modifications:

- (a) IMP Forms shall be listed on a schedule bearing combined heading style EL-1/EL-2/EL-3 (Appendix 48). The schedules will be prepared in duplicate in the following manner:
 - (i) In cases where no remittance is involved, the heading EL-1 to be retained and headings EL-2/EL-3 deleted.

Reporting against import transactions under buyers' credits(short term and long term)/approved external credits for which payment is made by foreign lenders at sight as per payment terms, ADs shall report the transactions under schedule EL-1 through issuance of IMP Form to Bangladesh Bank. Particulars of the EL-1 should also be reported in a separate schedule J/O-4 together with Form C as drawing short-term loans on account of buyers' credits/approved external credits to Bangladesh Bank. ADs should mark IMP Form, schedule J/O-4 and Form C with bold letters "BC" or "EC" (as the case may be). While making the payment to foreign lenders on maturity, ADs shall report the transactions as settlement of buyers' credit along with

interest and other charges using TM Form under schedule E-3/P-3. It is noted that if lenders bank is OBU, ADs should report the corresponding drawing/ repayments (principle along with interest and other charges) of short-term loans on account of buyers 'credits/approved external credits in the summary statement of S-1/S-2 without schedules in relevant others column.

- (ii) In cases of imports under reimbursable loans and credits under which payments are first made out of Bangladesh's cash resources and are subsequently reimbursed by loan/grant giving agency, the heading EL-2 is to be retained and the headings EL-1/EL-3 to be deleted.
- (iii) In Case of supplier's credit under which remittance of down payment is involved, the heading EL-3 to be retained and the headings EL-1 and EL-2 to be deleted. It should also be noted that like EL-3, EL-1 and EL-2 bear pertinent country commodity and category codes and amount should be reported in FOB value.

ADs shall issue IMP Form for import under suppliers' credits on acceptance of import documents and report the transactions under schedule EL-3 to Bangladesh Bank. Particulars of the EL-3 should also be reported in a separate schedule J/O-4 together with Form C as drawing long-term loan on account of suppliers' credit to Bangladesh Bank. ADs should mark IMP Form, Schedule J/O-4 and Form C with bold letters "SC". While making the payment to foreign suppliers on maturity, ADs shall report the transactions as settlement of suppliers' credit along with interest using TM Form under schedule E-3/P-3.

- (b) Separate Schedule should be used for each Loan/Grant. The name of the Loan/Grant should be clearly described on the schedule in the space provided therefore.
- (c) With regard to coding of Schedules EL-1/EL-2/EL-3, the procedure shall be as follows:
 - (i) The stubs on the right hand top of the Schedule should be left blank.
 - (ii) In the column meant for amount the amount in foreign currency should be stated.
 - (iii) The existing codes as prescribed by the Bangladesh Bank including HS codes are to be used as usual in the Schedules for coding commodity, country, department, currency etc.

Authorised Delaers shall submit Schedule EL-1/EL-2/EL-3 relating to Loans/Grants with relative Summary Statements to the Bangladesh Bank along with other Summary Returns in the usual manner.

d. Reporting procedure of receipt and payment of short term foreign currency loan through discounting of direct/deemed export bills.

Description of transactions	Types of receipt/ payment	Forms to be used	Purpose code	Corresponding schedule	Comments
Obtaining short term loan through bill purchase/ discounting	Receipt of short term loan	Form C	9135	J	To be submitted with S-1 returns
Realisation of export proceeds	Receipt of proceeds	EXP	-	A-1	
Repayment of short term loan	Principal repayment	TM	9135	E-3/P-3	
	Interest payment		4206		
	Service charge payment		2314		

It is noted that if lender bank is OBU, ADs should report the corresponding drawing/ repayments (principle along with interest and other charges) of short-term loans on account of discounting of direct/deemed export bills in the summary statement of S-1/S-2 without schedules in relevant others column.

22. Submission of daily exchange position statement

(A) ADs shall maintain records of their exchange position in foreign currencies as at the close of business on each working day in the prescribed proforma (Appendix 49A, Appendix 49B). The currency wise daily exchange position statements shall be submitted to Bangladesh Bank on the following working day through RIT.

Banks shall maintain their overall exposures in foreign currencies (overall net exchange position) within the ‘Open position limit’ at the end of the day. The open position limit is required to be approved by the Bangladesh Bank on the basis of total capital (sum of Tier-1 & Tier-2) and some other qualitative judgement.

The proforma of exchange position has been drawn up to suit the different types of book keeping used in different banks. The main items which may cause some difficulties are explained below. In the event of any further difficulty being encountered, the AD should refer the matter to the Foreign Exchange Policy Department of Bangladesh Bank.

(B) Guidelines for Calculation and Reporting of Foreign Exchange Exposure of Bank

Foreign currency exposure of bank is defined as the sum of all foreign currency denominated assets and liabilities. The exposure shall also include the net forward and other possible off-balance sheet items (as decided by Bangladesh Bank) in each currency. No foreign currency denominated asset or liability can be ignored, unless it has been explicitly agreed with the Bangladesh Bank.

Bank's overall foreign exchange exposure (i.e. overall net exchange position) is to be measured in two successive steps: first, the measurement of the exposure in each single currency, and second, the measurement of overall foreign exchange exposure (i.e. overall net exchange position) by aggregating the sum of the net short positions or sum of the net long positions whichever is higher.

(C) Calculation of Net Exchange Position in Each Currency

Bank's net exchange position in each currency shall be calculated by summing (i) net position in balance sheet items and (ii) net position in off-balance sheet items.

Balance sheet items include spot position only. The net spot position is the difference between foreign currency assets and the liabilities in the balance sheet. This should include all accrued income/expenses.

Off-balance sheet items include all foreign currency denominated assets and liabilities not included in the balance sheet. These transactions are recorded in the off-balance sheet section of the book of a bank.

Off-balance sheet items include forward position denominated in foreign currency. Net Forward Position in a currency represents all amounts to be received less all amounts to be paid at a future value date under forward foreign exchange transactions including the far leg position of currency swap contracts.

Therefore, banks shall arrive at net foreign exchange position in each currency by adding (i) net spot position and (ii) net forward position.

(D) Banks shall, thus, calculate the overall net exchange position in the following manner

- (i) Calculate the net exchange position in each currency;
- (ii) Convert the net positions in various currencies in equivalent USD [using the conversion rate determined by 'Forex Reserve and Treasury management Department (FRTMD) of Bangladesh Bank' or 'Bangladesh Foreign Exchange Dealers Association (BAFEDA)'];

- (iii) Arrive at the sum of all the net long positions;
- (iv) Arrive at the sum of all the net short positions;
- (v) Arrive at the overall net foreign exchange position [higher of (iii) or (iv) above]

The overall net foreign exchange position thus arrived must be kept within the limit approved by Bangladesh Bank.

Net Exchange Position shall be worked out on the basis of opening balance and other transactions of the day concerned as per the local books of the Authorised Dealer. All assets take the form of debit balances and all liabilities the form of credit balances. Therefore, if an Authorised Dealer holds a credit balance with its correspondent/OBU book, its local book will show a debit balance, as the AD is holding an asset. Similarly, an overdrawn position with overseas correspondent/OBU book will be shown as a credit balance in local book. No under valuation shall take place; assets are to be marked to market in adherence to the 'Guidelines on Foreign Exchange Risk Management'. Balance sheet and off-balance sheet exposures are to be reported separately but added together to arrive at overall exposures in individual currency. The nostro balances as per local book and nostro balances as per book of the overseas correspondents/OBU should be completely reconciled. The banks shall take utmost measures for complete reconciliation as suggested in the 'Guidelines on Foreign Exchange Risk Management'.

(E) Submission of Daily Exchange Position Statement

Banks are required to submit two daily statements:

- i. Statement stating the opening exchange position and transactions during the reporting day (Appendix 49A);
- ii. The position at the close of the day (Appendix 49B), i.e., the opening position for the next day.

Transfer between different foreign currency accounts does not affect in day transaction. For instance, the transfer of the balance in an NFCD account after maturity to an approved foreign currency account does not constitute buy or sale on the part of the bank on the day transaction.

(F) Description of some items of the formats [Appendix 49A, Appendix 49B]**Clarification of the contents of the columns :**

Item in Column	Clarification
1	Balance sheet items in USD only
2	Balance sheet items in EURO only
3	Balance sheet items in JPY only
4	Balance sheet items in GBP only
5	Summation of balance sheet items in all other currencies converted in equivalent USD
6	Off-balance sheet items in USD only
7	Off-balance sheet items in EURO only
8	Off-balance sheet items in JPY only
9	Off-balance sheet items in GBP only
10	Summation of off-balance sheet items in all other currencies converted in equivalent USD
11	Total of long positions (among different currencies as indicated in Row 1.D and Row 8, as the case may be) in equivalent US Dollar
12	Total of short positions (among different currencies as indicated in row 1.D and row 8, as the case may be) in equivalent US Dollar
13	Overall net foreign exchange position i.e. higher of 11 or 12 above with + (plus) sign in case of long position and with - (minus) sign in case of short position as the case may be.

(G) Clarification of Items of the Rows**1. (a). A.id: Outward bills purchased**

Banks may have different methods of entries for foreign and inland bills purchased which are denominated as well as receivable in foreign currency against direct/deemed exports. If a bank inputs the value of any such bill purchased immediately into their

currency account, then such transaction need not be reported under this head. On the other hand, some banks debit their bills purchased to a temporary suspense account and transfer to their currency account when the bill is realized. When the exchange position is prepared before realization of the bill(s), the total outstanding purchased export bill (foreign and inland denominated as well as receivable in foreign currency) should be reported under this head. Moreover, any outstanding payment liability in foreign currency (if any) against such purchased bills are to be deducted while reporting under the said head. After realization of bills, such transactions are to be reported in local book and the respective head will be adjusted accordingly. The amount of bills sent for collection shall not be reported under this head.

(b) 1.A. ib2: Placement abroad : Balances of placement to other banks, or OBUs, etc. abroad only shall be reported under this head.

(c) 1.A. ib3 : Others : Balances of placement/deposit etc. to the OBU of own bank or other banks in Bangladesh only shall be reported under this head by the reporting bank

(d). 1.A. ie: Others

Placement, deposit etc. to other banks in Bangladesh (interbank deposit in foreign currency), balance of any other foreign asset not covered in 1.A. (ia through id) shall be reported under this head. Besides, amount of unsettled spot purchase transactions (spot purchase transactions not yet settled/not yet booked for) against firm deal/contract shall be reported under this head. The particulars of such balances, if reported, should be mentioned in foot note. After settlement, such transactions are to be booked for in local book and the respective head will be adjusted accordingly.

Box : Others	
Item /Head	Sl. number to report
Placement to other banks/OBUs abroad (outside Bangladesh)	1.A. ib2- Placement abroad
Placement/deposit etc. to the OBU of own bank or other banks in Bangladesh	1.A. ib3 : Others
Placement, deposit etc. to other banks in Bangladesh (inter-bank) in FC	1.A. ie: Others

(e). 1. A. iib5: FDDs, MTs and TTs payable

Banks issue FDDs, MTs and TTs on correspondents to pay foreign currency or equivalent to the beneficiaries by debiting their nostro accounts. If a bank inputs the value of such instruments/transfers immediately into their currency account, then such transactions need not be reported under this head. If the AD does not

enter into his currency position the amount of draft or transfer until it is actually paid, the amount need to be reported under this head. After settlement, such transactions are to be reported in local book and the respective head shall be adjusted accordingly.

(f). 1. A.iib6: Others

Balances on account of customer account other than FC, NFCD, RFCD, ERQ etc. (out of exchange position) and not covered by any head as mentioned above shall be reported under this head. The particulars of such balances, if reported, shall be mentioned in footnote.

(g). 1.A.iic : Back to back letters of credit-fund awaiting for remittance

Under back-to-back import system, import bills are usually paid from export earnings. Bank receives export proceeds and retains these to settle import bills accordingly on maturity. Balance in these accounts (e.g. back to back margin account) should be reported under this head. After payment is made on maturity, such transactions are to be reported in local book and the respective head shall be adjusted accordingly.

(h). 1. A.iid: Others

Opening balance of foreign liabilities not covered in 1.A (iia through iic) shall be reported under this head. Besides, amount of unsettled spot sales transactions against firm deal/contract shall be reported under this head. The particulars of such balances, if reported, should be mentioned in foot note. After settlement, such transactions are to be booked for in local book and the respective head will be adjusted accordingly.

(i) 1. Aiii: Net position of assets/liabilities

Difference between the total of items under A.i and total of items under A.ii shall be reported under this head.

(j). 1. B: Forward against contract

Banks offer forward booking to other banks and customers as well. Currency-wise net outstanding amount of forward derived from purchase or sale from/to banks and customers against firm contract shall be reported under this head.

(k). 1. C: Contingent liability

Outstanding amount of contingent liabilities [Letters of credit, guarantees (including stand by letter of credit, irrevocable repayment undertaking, confirmation given to other banks for LCs), acceptances, others) are to be reported under this head . However, the amount under this head shall not be

considered for calculation of net exchange position.

2. Spot/Cash transactions of the day

Spot transaction is single outright transaction involving the exchange of two currencies at a rate agreed on the date of the contract for value or delivery (cash settlement) within two business days. Cash transaction is the transaction involving the exchange of two currencies at a rate agreed where settlement takes place immediately (usually in the same day). These are to be reported under this head. To mention, cash settlement of forward transactions, settlement of near leg and far leg spot transaction of swap contracts (buy/sell as the case may be) shall be reported under this head (Please see below) .

3. Forward transactions of the day

Forward transactions involve the exchange of two currencies at a rate agreed on the date of the contract for value or delivery (cash settlement) at some future date (more than two business days).

Swap Transaction is a combination of a spot and a forward transaction and involves a simultaneous purchase and sale of two currencies against each other.

Forward transactions (alongwith those derived from swap transactions i.e. far legs of swap transactions) of the day under report with banks and customers are to be reported under the above head. However, sales, purchases and settlement of such transactions are to be reported under different heads as stated in the format.

4. Settlement of swap transactions

Transactions derived from swap contracts are to be reported simultaneously under sl. no. 2 (Spot transactions) and 3 (Forward transactions) of the exchange position statement. The near leg spot transaction of the currency is to be reported under sl. no. 2 while far leg of the swap contract is to be reported in sl. no. 3.A1 of the exchange position statement under the head of forward transactions (purchase or sale as the case may be). On maturity, the far leg transaction is to be reported under spot (buy/sell) as reversal of the previous one and to neutralise the forward book position, the settled transaction amount shall be shown as forward purchase/forward sale settlement under the respective head in sl. no. 3.A2.

5. Issuance and settlement of contingent liabilities during the day

Issuance and settlement of contingent liabilities during the day (which shall be excluded for calculation of foreign exchange exposures) like letters of credit and letters of guarantee, are to be reported under this head.

6. Total spot position of the day

It is the sum of the spot position at the beginning (A.iii) and the total spot/cash transactions during the day as well (2.D).

7. Total forward position of the day

It is the sum of the opening forward position of the day (1.B) with net forward transactions of the day (3.A1) less net settlement of outstanding forward transactions during the day (3.A2).

8. Total currency-wise net exchange position of the day

Net Exchange position in a currency is the sum of spot position (Row 5) and forward position (Row 6) in the respective currency.

9. Total of the Net Long Positions (Column 11) and Total of the Net Short Positions (Column 12) in equivalent US Dollar

The sum of the net exchange positions of the currencies as indicated in Row 7 having long position shall be reported at Row 8 and Column 11 of the matrix. On the other hand, the sum of the net exchange positions of the currencies as indicated in Row 7 having short position shall be reported at Row 8 and Column 12 of the matrix with ‘-’ (minus) sign.

10. Overall Net Exchange Position in equivalent US Dollar

The overall net exchange position of the bank shall be the ‘total of the net long positions’ or the ‘total of the net short positions’ (as indicated in Row 8) whichever is higher. Overall net exchange position thus arrived in equivalent US Dollar shall be reported at Row 9 and Column 13 of the matrix.

11. Overall Net Exchange Position in equivalent BDT

Overall net exchange position in equivalent BDT shall be reported at the Row 10 and Column 13 of the matrix.

(H) Conversion Rate (Equivalent Taka)

The conversion rates applied by ADs to convert various currencies are to be reported here (equivalent BDT per respective foreign currency.) To convert currencies, ADs are advised to use weighted average rate of USD/BDT as declared by FRTMD of Bangladesh Bank or BAFEDA.

23. Statement of Un-reconciled Nostro Entries

Head Office/Principal Office of ADs shall submit statement of un-reconciled nostro account entries (quarter end and month end position) as mentioned in Para 7, Chapter 4 (Vol-1). However, month-end statement shall have to be submitted

through web portal only as mentioned in Para 26(6) of this Chapter. Quarter-end statements shall include a summary of unreconciled nostro account entries as per proforma given in Appendix 50. The same format shall be followed by ADs for preparing Monthly Statements of Un-reconciled Nostro Entries for onward submission to Bangladesh Bank through online.

24. Reporting of Foreign Exchange Transactions of Money Changers : Money Changers operating in Bangladesh under licence from Bangladesh Bank shall report their foreign exchange transactions in Summary Statement S-12 (Appendix-11) alongwith the following schedules:

Schedule MCR-1 : Purchase of Foreign Exchange from Non- resident Persons (Cash/T.C) (Appendix 11-I.)

Schedule MCP-1 : Sale of foreign exchange to Bangladeshi travellers or re-conversion allowed to foreign tourists (cash) (Appendix-11-II).

Submission of Hard Copies : Money Changers shall submit the above statements/schedules to Bangladesh Bank (FEOD, Head office or other office of Bangladesh Bank) through their nominated ADs on monthly basis.

They shall have to submit the above to their ADs making them enable for onward submission to Bangladesh Bank by 10th of the following month.

Money Changers shall also submit monthly statement of purchases and sales etc. on hard copy and soft copy to FEOD, Head Office or other offices of Bangladesh Bank as per format given in Appendix-5/5, Vol-1.

Submission through RIT : Besides, the nominated ADs shall submit the money changers' foreign exchange reporting statements/returns (S-12) to their Head Office. The Head Office of the ADs shall submit the statements/returns through RIT to the Statistics Department, Bangladesh Bank, Head Office Dhaka by 10 of the following month.

25. Return on Foreign Direct Investment (FDI), Private Sector External Debt (PSED) and Portfolio Investment (PI)

AD banks along with their OBUs and respective client enterprises having FDI (inward, outward), PSED (short, medium and long term) and PI are hereby advised to strictly comply with the following instructions to ensure duly and timely submission of periodic returns on foreign investment/external loans to Statistics Department, Bangladesh Bank.

Required time frame and reporting frequency along with prescribed Forms/RITs on foreign investment/external debt applicable to AD banks/OBUs/enterprises are as follows:

Type of Information/Data	Returns		Reporting Frequency	Time Frame/ Submission Deadline
	Reporting Form	Relative RIT		
Summary report on medium & long term (MLT) External Debt agreement	Form ED-1 (App-51)	1. T_ME_Q_LTED_GENERAL_INFO 2. T_ME_Q_LTED_TRANCHE_INFO 3. T_ME_Q_LTED_SCHEDULE	Quarterly	Within one month following the reference quarter
Status report on External Debt	Form ED-2 (App-52)	1. T_ME_Q_LTED_TRANSACTION 2. T_ME_Q_LTED_PROJECTION	Quarterly	Within one month following the reference quarter
Status report on short term External Debt	Form STED (App-53)	T_ME_M_STED	Monthly	Within 15 days following the reference month
Inward Foreign Direct Investment(FDI)	Form FI-1 (App-54)	1. T_ME_Q_INV_FOR_FI_1 2. T_ME_Q_INV_NON_RES_FI_1 3. T_ME_Q_INV_OP_PRFT_FI_1	Quarterly	Within one month & 15 days for AD banks/ OBUs while one month for other enterprises following the reference quarter
Outward Foreign Direct Investment(FDI)	Form FI-2 (App-55)	1. T_ME_Q_INV_FOR_FI_2 2. T_ME_Q_INV_NON_RES_FI_2 3. T_ME_Q_INV_OP_PRFT_FI_2	Quarterly	Within one month & 15 days for AD banks/ OBUs while one month for other enterprises following the reference quarter
Portfolio Investment	Form PI (App-56)	1. T_ME_M_PORT_INV 2. T_ME_M_PORT_SURVEY	Monthly	Within 15 days following the reference month

The enterprises and ADs/OBUs shall have to comply with the following instructions:

- i. All private sector enterprises having FDI (Inward/Outward) and PSED (Medium & Long Term) shall have to obtain certificate (one time only) from the Statistics Department, Bangladesh Bank regarding submission of FDI and PSED (Medium & Long Term) Returns to Bangladesh Bank. However, submission of FDI and PSED (Medium & Long Term) Returns in accordance

with the above mentioned Forms (FI-1, FI-2, ED-1, ED- 2, as the case may be) to the Bangladesh Bank for the first time, shall be considered as request for obtaining such certificate and hence separate request shall not be required.

- ii. All AD banks and OBUs shall have to submit/upload (as the case may be) the aforesaid returns of their own as well as those received from their respective client enterprises regularly in due course as stated above to Statistics Department/ EDW of Bangladesh Bank with forwarding letter mentioning the name of the concerned FDI/PSED receiving entities whose forms are being submitted.
- iii. For receiving FDI (Inward/Outward) and PSED (Medium/Long Term) through different bank branches of the same bank or different banks, the enterprise concerned shall have to submit such returns through one nominated bank branch only.
- iv. Enterprises of EPZs/EZs(Type A, B or C) having FDI/PSED are also required to submit FDI and PSED Returns as mentioned above through their nominated ADs/OBUs
- v. Head Offices/Principal Offices of all AD banks shall have to submit the branch/OBU-wise updated list of enterprises having PSED (Medium & Long Term) and FDI (both FDI in Bangladesh & Bangladeshi Investment Abroad) as per the format (Appendix 57, Appendix 58 & Appendix 59) of their client enterprises regularly on quarterly basis to Statistics Department of Bangladesh Bank, Head Office by the 10th day following each quarter.
- vi. Head Offices/Principal Offices of all AD banks shall have to submit updated list of Non-resident Investors having NITA as per the format (Appendix 60) on monthly basis to Statistics Department of Bangladesh Bank, Head Office by the 7th day following each month.
- vii. Reporting enterprises must ensure that the quarterly returns submitted by them especially in Forms FI-1 & FI-2 are accompanied by supporting financial statement/accounts (audited or unaudited) for the reference quarter. In the case of any significant changes which might take place later in audited accounts must be brought to the notice of this department in order to revise the existing database accordingly.
- viii. For submission of return of PSED (Medium & Long Term) in prescribed forms (ED-1 & ED-2), a copy of the repayment schedule, approved borrowing agreement and subsequent amendments thereon (if any) shall have to be submitted also.

- ix. While providing any service to enterprise having FDI (Inward and outward) /PSED, the bank/OBU shall ensure that the service receiving enterprise has duly submitted FDI/PSED Returns to Bangladesh Bank.

26. Submission of information regarding transactions in foreign exchange market through 'Online Foreign Exchange Market Monitoring System'

A web-based platform titled “Online Foreign Exchange Market Monitoring System” has been developed for submission of ‘foreign exchange market related statements through online. ADs are required to submit the following 7(seven) statements in different intervals through the above mentioned online web portal of Bangladesh Bank :

SI No	Name of the Statement	Frequency
1	Daily Statement of Inter-Bank and Cross Border Foreign Exchange Transactions	Daily
2	Daily Statement of Foreign Exchange Rates	
3	Daily Statement of Deal Rates with Exchange Houses	
4	Daily Statement of Quoted Rates to Exchange Houses	
5	Daily Statement of Day end Balances in Nostro Accounts	
6	Monthly Statement of Unadjusted Entries of Nostro Accounts	Monthly
7	Monthly Foreign Exchange Inflow-Outflow Statement	

The short description of submitting the above mentioned statements are given below:

- 1. Daily Statement of Inter-Bank and Cross Border Foreign Exchange Transactions:** ADs shall submit the information regarding buying and selling of foreign exchange (spot, forward, swap) with all correspondent banks and OBUs located in Bangladesh or outside on daily basis through designated web portal.
- 2. Daily Statement of Foreign Exchange Rates:** The following foreign exchange rates mentioned in exchange rate sheet of banks are to be submitted within 11.00 a.m. of each working day:
 - (i) Buying rates for Cash, TT Clean, OD Sight, OD Transfer, 1m forward, 3m forward, 6m forward, 1yr forward, 1m usance export bill, 3m usance export bill, 6m usance export bill, 1yr usance export bill, export bill collection.
 - (ii) Selling rates for Cash, BC, TT & OD, 1m forward, 3m forward, 6m forward, 1yr forward.

This is to mention here that bank shall have to submit above mentioned daily exchange rates (if any) of those currencies which it usually publishes in its daily exchange rate sheet. If any exchange rate of any bank changes after submitting it in web portal, bank will have to submit the changed rate to the web portal immediately.

Banks have to submit interbank buying and selling rate of US Dollar in the same portal (Two way Quotations for Inter-bank Foreign Exchange Transactions).

- 3. Daily Statement of Deal Rates with Exchange Houses:** Authorised Dealers buy foreign exchange from Exchange Houses. Currency-wise maximum and minimum exchange rates of foreign exchange bought from exchange houses of any working day have to be submitted through designated web portal within 11.00 a.m. of the next working day. To mention, only maximum and minimum rates are to be quoted regardless of number of transactions.
- 4. Daily Statement of Quoted Rate to Exchange Houses:** Authorised Dealers quote different exchange rates to buy foreign exchange from Exchange Houses. Quoted exchange rate for buying foreign exchange has to be submitted immediately through online web portal. To mention, only currency-wise maximum and minimum rates are to be reported. For example, first quoted rate of a currency will be considered as maximum and minimum rate of that currency simultaneously. Any subsequent change in this rate will be reported as maximum or minimum (as the case may be) exchange rate of this currency.
- 5. Daily Statement of Day-End Balances in Nostro Accounts:** Information regarding balances held in different nostro accounts (account-wise deposits, placements, investments, etc.) at the end of each working day will have to be submitted by 2.00 p.m. of the subsequent working day to the designated web portal. This is to mention here that information regarding balances held in one or more than one OBUs will also have to be reported.
- 6. Monthly Statement of Unadjusted Entries of Nostro Accounts:** After each month, AD bank shall have to report information regarding number and volume of unreconciled entries of nostro accounts (as per both local and foreign book) and reconciliation of unreconciled entries of respective nostro accounts through designated web portal within 7th instant of the next month.

- 7. Monthly Foreign Exchange Inflow-Outflow Statement:** Actual of previous month and projected of next month information of inflows and outflows of foreign exchange shall have to be submitted on monthly basis in designated format through the web portal within 10th instant of each month.

Detail description/instructions for submitting above statements have been given in 'User Guidelines' attached with the web portal.

27. Monthly Statement of Inward and Outward Remittances

(1) Monthly Statement of Inward Remittance

Based on the input made to the 'Online Inward Remittance Monitoring System (Para 10, Chapter 5, Vol-1), Head Offices/Principal Offices of all ADs are advised to submit "Monthly Statement of Inward Remittance" (Appendix 61) to the FEOD, Bangladesh Bank, Head Office by 10th instant of each month.

(2) Monthly Statement of Outward Remittance

Based on the input made to the Online TM Form Monitoring System (Para 2, Chapter 5, Vol-1), Head Offices/Principal Offices of all ADs are advised to submit "Monthly Statement of Outward Remittance" (Appendix 62) to the FEOD, Bangladesh Bank, Head Office by 10th instant of each month.

GUIDELINES FOR FOREIGN
EXCHANGE TRANSACTIONS

Volume-2

APPENDICES (1-62)*

* There is no Appendix under Sl. no. 21

STATEMENT S-1 FE-11
TRANSACTIONS IN ALL FOREIGN CURRENCIES, OTHER THAN FOR
TRANSACTIONS WITH ACU MEMBER COUNTRIES

Statement of transactions for the period ended _____
 Name of Authorised Dealer _____
 Currency _____

		For Bangladesh Bank's Use	AMOUNT		
			Cr.	Lac	Th.
PURCHASES					
A. From Abroad:					
1. Export receipts	Schedule A-1/O-1 (Proceed realised amount)/A-3/O-3(BD-Myanmar Border trade arrangement)	8881			
	Schedule A-2/O-2(Advance receipts for goods to be exported)	8882			
	Sub-Total :				
2. Invisible receipts: Schedule J/O-4 other than export receipts (J covers purpose codes from 0001 to 9999 of Code-5 on the basis of declaration of Form-C/TT/Invoice, etc).		9991			
	Sub-Total:				
B. Exchanges, Transfers and Adjustments:					
3. Purchases from overseas branches and correspondents for credit of the Taka equivalent to non-resident bank account (Schedule 'H' attached). Total currency must agree with those reported in item sl. no. 4: credit against purchases of foreign currencies on statement S4 with credit/payment side		6010			
4. Purchases against sales of other foreign currencies (Schedule 'B')		6011			
5. Purchases from other Authorised Dealers and Branches in Bangladesh maintaining a separate currency position (Schedule 'C')		6012			
6. Purchases from Bangladesh Bank (Schedule 'D')		6013			
7. Branch transactions adjusted through this account (Schedule 'O').		6014			
8. Purchases on account of others (State): i) Export/invisible receipts of BD enterprises from EPZ/EZs enterprises, Purchase by ADs from notional A/c of EPZ/EZs enterprises/BEPZA etc. (Statement: S-10,S-11) ii) Purchase by ADs from foreign currency account from Statement: FCS-7(Other than cover fund purchased for credit to Taka account of non-resident bank branches or correspondents which shall be reported in schedule H), EFCS-8,S-9, S-10, S-11, S-12 and S-13) iii) Other local receipts/exchange/transfer/adjustment, etc.		6015			
9. KAFCO		6016			
*Opening Balance (Dr.)		6210			
*Closing Balance (Cr.)		6410			
	GRAND TOTAL :				

Contd..P/2

S A L E S				
A. To Abroad :		Schedule : E-2/P-2	0000	
1. Import payments		Schedule : EL-1/2/3 (Grants/Loans/Sup.credits/Buyer's credit)	0001	
		Schedule: E-1/P-1 (Advance payment for goods to be imported)/E-5/P-5 (BD-Myanmar Border Trade Agreement)	0002	
2. Invisible payments : Schedule: E-3/P-3 (E-3/P-3 covers purpose codes from 0001 to 9999 of Code 7 on the basis of declaration of 'TM' Forms)			1001	
		Sub Total :		
B. Exchanges, Transfers and Adjustments:				
3. Sales of foreign currencies to the debit of non-resident bank account**			2010	
4. Sales against purchases of other foreign currencies (Schedule 'F')			2011	
5. Sales to other Authorised Dealers and Branches in Bangladesh maintaining a separate currency position (Schedule 'G')			2012	
6. Sales to Bangladesh Bank (Schedule 'D')			2013	
7. Branch transactions adjusted through this account (Schedule 'P')			2015	
8. Sales on account of others (State) :			2014	
i) Import/invisible payments of BD enterprises to EPZs/EZs enterprises, etc.				
ii) Transfer to ERQ account related statement EFCS-8 (EFQR-1)				
iii) Other local payments/exchange/transfer/adjustment, etc.				
9. KAFCO			2016	
*Opening Balance (Cr.)			2210	
*Closing Balance (Dr.)			2410	
		GRAND TOTAL :		

** Total of currency must agree with those reported on Schedule 'M' attached to S-4 Statement.

* Delete not applicable.

Date :

Office Seal

Signature:

Stamp with name, designation & phone no

STATEMENT S-2 FE-12
TRANSACTIONS WITH ACU MEMBER COUNTRIES UNDER ACU MECHANISM

Statement of transactions for the period ended _____

Name of Authorised Dealer _____

Currency AMU (Please use currency code 98 for ACU Dollar and 47 for ACU Euro) _____

	P U R C H A S E S	For Bangladesh Bank's Use	AMOUNT		
			Cr.	Lac	Th.
A. From Abroad: 1. Export receipts	Schedule A-1/O-1 (Proceed realised amount)	8881			
	Schedule A-2/O-2 (Advance receipts for goods to be exported)	8882			
	Sub-Total :				
2. Invisble receipts : Schedule J/O-4 other than export receipts (J covers purpose codes from 0001 to 9999 of Code-5 on the basis of declaration of Form-C/TT/Invoice, etc).		9991			
	Sub-Total:				
B. Exchanges, Transfers and Adjustments:					
3. Purchases from overseas branches and correspondents for credit of the Taka equivalent to non-resident bank account (Schedule 'H' attached). Total currency of it must agree with those reported in item sl. no. 4: credit against purchases of foreign currencies on statement S-4 with credit/payment side		6010			
4. Purchases against sales of other foreign currencies (Schedule 'B')		6011			
5. Purchases from other Authorised Dealers and Branches in Bangladesh maintaining a separate currency position (Schedule 'C')		6012			
6. Purchases from Bangladesh Bank (Schedule 'D')		6013			
7. Branch transactions adjusted through this account (Schedule 'O').		6014			
8. Receipts by way of transfer from FCS-7 and EFCS-8 for import and invisible payments through ACU Currencies.		6016			
9. Purchases on account of others (State): i)		6015			
ii)					
*Opening Balance (Dr.)		6210			
*Closing Balance (Cr.)		6410			
	GRAND TOTAL :				

Contd..P/2

S A L E S				
A. To Abroad : 1. Import payments	Schedule E-2/P-2		0000	
	Schedule EL-1/2/3 (Grants/Loans/Sup. Credits/Buyer's Credit)		0001	
	Schedule E-1/P-1 (Advance payment for goods to be imported)		0002	
2. Invisible payments : Schedule E-3/P-3 (E-3/P-3 covers purpose codes from 0001 to 9999 of Code 7 on the basis of declaration of 'TM' form.			1001	
	Sub Total :			
B. Exchanges, Transfers and Adjustments:				
3. Sales of foreign currencies to the debit of non-resident bank account**			2010	
4. Sales against purchases of other foreign currencies (Schedule 'F')			2011	
5. Sales to other Authorised Dealers and Branches in Bangladesh maintaining a separate currency position (Schedule 'G')			2012	
6. Sales to Bangladesh Bank (Schedule 'D')			2013	
7. Branch transactions adjusted through this account (Schedule 'P')			2015	
8. Sales on account of others (State) :				
(i) Transfer to ERQ account related statement EFCS-8 (EFCR-1)			2014	
(ii).....				
*Opening Balance (Cr.)			2210	
*Closing Balance (Dr.)			2410	
	GRAND TOTAL :			

** Total of currency must agree with those reported on Schedule 'M' attached to S-4 Statement.

* Delete not applicable.

* Note : Each ACU\$ is by definition equivalent to one US \$ and one ACU Euro is equivalent to one Euro.

Date :

Office Seal

Signature:

Stamp with name, designation & phone no

STATEMENT S-4 FE-13

TRANSACTIONS OF TAKA ACCOUNT OF NON-RESIDENT BANK BRANCHES AND CORRESPONDENTS

Statement of transactions for the period ended _____

Name of Authorised Dealer _____

Currency _____

DEBIT i.e. RECEIPTS	For Bangladesh Bank's Use	AMOUNT		
		Cr.	Lac	Th.
A. From Abroad: 1. Export receipts	Schedule (A-1/O-1)	8881		
	Schedule (A-2/O-2)	8882		
	Sub-Total :			
2. Invisble receipts Schedule J/O-4 other than export receipts (J covers purpose codes from 0001 to 9999 of Code-5 on the basis of declaration of Form-C/TT/Invoice, etc.).	9991			
Sub-Total:				
B. Exchanges, Transfers and Adjustments:				
3. Debit against transfers to non-resident accounts (Schedule 'L' attached).....	7010			
4. Debit against sales of foreign currencies (Schedule 'M') Total currency of M must agree with those reported in item sl. no. 3 sales of foreign currencies to the debit of non-resident bank account 'purchase side on S-1 or S-2	7011			
5. Branch transactions adjusted through this account (Schedule 'O').....	7013			
6. Receipts on account of others (State)				
i) Disbursement amount of Wage earners' remittances (Transfer to FCS-7, item no. 2,schedule FCR-2)	7014			
(ii).....				
*Opening Balance (Dr.)	7210			
* Closing Balance (Cr.)	7410			
GRAND TOTAL :				

Contd..P/2

C R E D I T i.e. P A Y M E N T			
A. To Abroad			
1. Import payments : Schedule E-2/P-2		0000	
2. Invisible payments : Schedule E-3/P-3) (E-3/P-3 covers purpose codes from 0001 to 9999 of Code 7 on the basis of declaration TM form)		1001	
Sub Total :			
B. Exchanges, Transfers Adjustment			
3. Credit against transfers from other non-resident accounts (Schedule 'R' attached).		3010	
4. Credit against purchases of foreign currencies**		3011	
5. Branch transactions adjusted through this account (Schedule 'P')		3014	
6. Payments on account of others (state) :			
i)		3013	
ii)			
* Opening Balance (Cr.)		3210	
* Closing Balance (Dr.) (Schedule 'N')		3410	
GRAND TOTAL			

** Total of currency must agree with those reported on Schedule 'H' attached to S-4 Statement.

* Delete not applicable.

Date :

Office Seal

Signature:
Stamp with name, designation & phone no

**STATEMENT S-5 FE-14
BARTER & STA TRANSACTIONS**

Statement of transactions for the period ended _____

Name of Authorised Dealer _____

Currency _____

Barter Agreement with _____ Dated _____

(State Country)

D E B I T i . e . R E C E I P T S		For Bangladesh Bank's Use	AMOUNT		
			Cr.	Lac	Th.
A. From Abroad 1. Export receipts	Schedule (A-1/O-1)	8881			
	Schedule (A-2/O-2)	8882			
	Sub-Total :				
2. Invisible receipts : Schedule J/O-4 other than export receipts (J covers purpose codes from 0001 to 9999 of Code-5 listed according to basis of declaration of Form-C/TT/Invoice, etc).		9991			
B. Exchanges, Transfers, Adjustments					
Sub-Total :					
3. Debit against transfers to other non-resident accounts (Schedule "L")		7010			
4. Debit against sales of foreign currencies (Schedule 'M')		7011			
*Opening Balance (Dr.)		7210			
*Closing Balance (Cr.)		7410			
GRAND TOTAL :					

Contd..P/2

C R E D I T i.e. P A Y M E N T			
A. To Abroad			
1. Imports payments : Schedule E-2/P-2	0000		
2. Invisible payments : Schedule E-3/P-3	1001		
Sub-Total			
B. Exchange, Transfers & Adjustments :			
3. Credit against transfers from other non-resident accounts (schedule 'R')	3010		
4. Credit against purchases of foreign currencies**	3011		
* Opening Balance (Cr.)	3210		
* Closing Balance (Dr.) (Schedule 'N')	3410		
Grand Total			

** Total must agree with the Taka amount on Schedule 'H' to S-1 and S-2 Statement.

* Delete not applicable.

Date :

Office Seal

Signature:
Stamp with name, designation & phone no

STATEMENT S-6 FE-15
TRANSACTION OF FOREIGN CURRENCY NOTES ACCOUNTS

Statement of transactions for the period ended _____

Name of Authorised Dealer _____

Currency _____

PURCHASES	For Bangladesh Bank's Use	AMOUNT		
		Cr.	Lac	Th. Unit
1. Purchases FOREIGN CURRENCY NOTES from public (excluding from Bangladesh nationals working/residing abroad which shall have to reported in FCR-3 under FCS-7) : Schedule J	9991			
2. Purchases from banks in Bangladesh. : (Schedule C)	6012			
3. Contra to purchases from abroad	6016			
4. Others (State) i) Amalgamation of cash holdings pertaining to FC accounts of customers and regular accounts of ADS (GFET-Vol-2, Ch-2, Para 15) ii) Re-conversion of unspent foreign currency notes by Bangladeshi travelers iii)	6019			
5. Opening balance (Cr.)	6225			
GRAND TOTAL :				
SALES				
1. Sales FOREIGN CURRENCY NOTES to public : Schedule E-3	1001			
2. Sales to banks in Bangladesh (Schedule G)	2012			
3. Contra to sales abroad :	2016			
4. Others (state) i) Amalgamation of cash holdings pertaining to FC accounts of customers and regular accounts of ADS (GFET-Vol-2, Ch-2, Para 15) ii)	2019			
5. Closing Balance (Cr.)	2425			
GRAND TOTAL				

Date :

Office Seal

Signature:

Stamp with name, designation & phone no

Note : Cash purchases from Bangladesh nationals working abroad should be reported in FCS-7 with Schedule FCR-3, the contra should be reported in S-6, purchase side sl no. 4

STATEMENT FCS-7 FE-17

TRANSACTIONS OF PERSONAL FOREIGN REMITTANCES (WAGE EARNERS') OF BANGLADESH
NATIONALS WORKING or RESIDING ABROAD

Statement of transactions for the period ended _____

Name of Authorised Dealer _____

Currency _____

D E P O S I T S / R E C E I P T S	For Bangladesh Bank's Use	AMOUNT		
		Cr.	Lac	Th. Unit
A. Receipts from abroad :				
1. Deposit into FC accounts/Purchases FDD/TT by AD from Bangladesh nationals working/residing abroad through banking channel : Schedule FCR-1	9991			
2. Receipt wage earners remittances through Taka account of non-resident bank branches or correspondents : Schedule FCR-2 (on the basis of disbursement)	9992			
3. Through local deposits into foreign currency accounts viz. draft, TC, cash etc. and purchases cash/TC, draft etc. by ADS from Bangladesh nationals working/residing abroad: : Schedule FCR-3	9993			
4. Wage remittances receipts from Bangladesh nationals working/residing abroad through postal channel (Money orders, Postal orders) : Schedule FCR-4	9994			
Total receipts from abroad				
B. Exchanges, Transfers and Adjustments:				
5. Amounts received by way of transfer from foreign currency accounts maintained with other Authorised Dealers and/or conversion from other foreign currency :Schedule FCR-6	6010			
6. Others (State:;) Interest earning/other receipts etc. ii) Credit to foreign currency account against Bond/Share/others refund etc.	6020			
Opening Balance :				
a) Credit Balance of Foreign Currency Accounts	6210			
b) Amount held as L/C covers	6211			
GRAND TOTAL :				

Contd..P/2

W I T H D R A W A L S / P A Y M E N T S				
A. Payments to abroad				
1. Payment for imports : Schedule - FCP-1				0001
2. Invisibile payments: Schedule-FCP-3 (Use purpose code on the basis of declaration on TM)				1001
3. Transfer abroad to account holder (not for import, TM Form attached) : Schedule FCP-8				2012
4. Purchase by AD for transfer to S-1 (other than F.Cy notes)/S-6 (for F.Cy notes) : Schedule FCP-6 (Other than cover fund purchases for credit to Taka account of non-resident bank branches or correspondents which should be reported schedule H)				1004
B. Exchanges, Transfers and Adjustments :				
5. Transfer to ACU accounts for settlement of imports and invisibles				2011
6. Transfer to foreign currency account maintained with other Authorised Dealers and withdrawal for conversion into other foreign currency : Schedule FCP-9				2010
7. Others (state) i) Transfer to other than ACU accounts for settlement of import and invisible payments ii) Debit from foreign currency account against purchase of Bond/Share etc. iii) Contra to Disbursement amount through FCR-2				2020
Closing Balance:				
a) Credit Balance of Foreign Currency Account				2210
b) Amount held as L/C covers				2211
GRAND TOTAL				

Note: Total wage earners' remittance of reporting month (FCR-1+FCR-2+FCR-3+FCR-4) is equal to sum of daily wage earners' remittance of the same period.

Date :

Office Seal

Signature:

Stamp with name, designation & phone no

SCHEDULE FCR-1
COUNTRY-WISE WAGE REMITTANCES FROM BANGLADESH NATIONALS
WORKING/RESIDING ABROAD THROUGH BANKING CHANNEL
(DEPOSITS INTO FC ACCOUNTS, PURCHASES OF FDD, FTT etc.)

Period _____

Authorised Dealer _____

Currency _____

SL. NO.	NAME OF THE COUNTRY OF ORIGIN OF WAGE	CODE				AMOUNT IN CURRENCY			
		COUNTRY OF ORIGIN OF WAGE				Cr.	Lac	Th.	Unit
TOTAL :									

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

SCHEDULE FCR-2
COUNTRY-WISE WAGE REMITTANCES RECEIPTS FROM BANGLADESH
NATIONALS WORKING/RESIDING ABROAD THROUGH TAKA ACCOUNTS OF
NON-RESIDENT BANK BRANCHES OR CORRESPONDENTS
(On the basis of disbursement)

Period _____

Authorised Dealer _____

Currency _____

SL. NO.	NAME OF THE COUNTRY OF ORIGIN OF WAGE	CODE				AMOUNT IN CURRENCY			
		COUNTRY OF ORIGIN OF WAGE				Cr.	Lac	Th.	Unit
TOTAL :									

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

SCHEDULE FCR-3
COUNTRY WISE LOCALLY DEPOSITED INTO FC ACCOUNTS & DRAFT, TC,
CASH PURCHASED BY AD FROM BANGLADESH NATIONALS WORKING
ABROAD OR RESIDING ABROAD

Period _____

Authorised Dealer _____

Currency _____

SL. NO.	NAME OF THE COUNTRY OF ORIGIN OF WAGE	CODE				AMOUNT IN CURRENCY			
		COUNTRY OF ORIGIN OF WAGE				Cr.	Lac	Th.	Unit
TOTAL :									

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

SCHEDULE FCR-4

COUNTRY WISE WAGE REMITTANCES RECEIPTS FROM BANGLADESH NATIONALS WORKING/RESIDING ABROAD THROUGH POSTAL CHANNEL (MONEY ORDERS, POSTAL ORDERS)

Period _____

Authorised Dealer _____

Currency _____

SL. NO.	NAME OF THE COUNTRY OF ORIGIN OF WAGE	CODE				AMOUNT IN CURRENCY			
		COUNTRY OF ORIGIN OF WAGE				Cr.	Lac	Th.	Unit
TOTAL :									

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

SCHEDULE FCR-6

TRANSFERS FROM FC, ACCOUNT MAINTAINED WITH OTHER AUTHORISED DEALERS AND CONVERSION FROM OTHER FOREIGN CURRENCIES

Period _____

Authorised Dealer _____

Currency _____

SL. NO.	Name of the Authorised dealers from whom transferred	Account number Credited	AMOUNT IN CURRENCY			
			Cr.	Lac	Th.	Unit
		SUB TOTAL				
SL. NO.	Name of the Currency from which conversion was made	Account number Credited	AMOUNT IN CURRENCY			
			Cr.	Lac	Th.	Unit
		SUB-TOTAL				
GRAND TOTAL						

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

See Chapter 2 Para 16.A(b)

APP. 6-VI

**SCHEDULE FCP-1
PAYMENT AGAINST IMPORTS
FROM NRBS' FC ACCOUNTS**

Period _____

Authorised Dealer _____

Currency _____

SI. No.	IMP Form No.	Quantity			Amount (FOB)				Code Number											
		Unit	Unit Code	Volume	Cr.	Lac	Th.	Unit	Country of goods origin	HS Code of Commodities			Category Code							
TOTAL:																				

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

STATEMENT EFCS-8
TRANSACTION OF GOODS AND SERVICES EXPORTERS' FOREIGN
CURRENCY RETENTION QUOTA A/C
(ERQ ACCOUNT)

Statement of transaction for the period ended _____

Name of Authorised Dealer _____

Currency _____

DEPOSITS	For Bangladesh Bank's use	Amount			
		Cr.	Lac.	Th.	Unit
1. Receipts by way of transfer out of export receipts as foreign currency retention quota of the goods and services exporters (Schedule EFCR-1) of which terms deposits.....	9045				
2. Interest earned on terms deposits	9046				
3. Others (state: i)..... ii)-----	9047				
4. Opening balance (Cr.)	9016				
	TOTAL:				

WITHDRAWALS	For Bangladesh Bank's use	Amount			
		Cr.	Lac.	Th.	Unit
1. Imports Payments Schedule EFCP-1	2001				
2. Invisible Payment Schedule EFCP-2 (Use purpose code on the basis of declaration on form TM)	2018				
3. Transfer to S-2 in settlement of import and invisible payment through ACU	2016				
4. Others (state: i) Transfer to S-1 in settlement of import and invisible payments through other than ACU currency ii) Purchase by AD transfer to S-1	2017				
5. Closing Balance (Cr.)	2218				
	TOTAL :				

Date :

Office Seal

Signature:

Stamp with name, designation & phone no.

SCHEDULE EFCR-1
GOODS AND SERVICES EXPORTERS' RETENTION QUOTA
TRANSFERRED FROM VARIOUS STATEMENTS TO EFCS-8

Period _____

Authorised Dealer _____

Currency _____

SL NO.	NAME OF STATEMENT	AMOUNT IN CURRENCY
1.	S-1 Direct transfer from S-1	
2.	S-2 _do_	
3.	S-4 _do_	
4.	S-5 _do_	

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

See Chapter 2 Para 13(b)

APP. 7-II

**SCHEDULE EFCP-1
AMOUNT DEBIT FROM ERQ ACCOUNTS FOR IMPORT PAYMENTS**

Period _____

Name of Authorised Dealer _____

Currency _____

SI NO.	IMP Form No.	QUANTITY			AMOUNT (FOB)				CODE NUMBER			
		Unit	Unit code	Volume	Crore	Lac	Tho	Unit	Country of goods origin	HS Code of Commodities	Category Code	
TOTAL:												

Date :

Office Seal

Signature:
Stamp with name, designation & phone no

SCHEDULE EFCP-2
AMOUNT DEBIT FROM ERQ ACCOUNTS FOR INVISIBLE PAYMENTS

Period _____

Name of Authorised Dealer _____

Currency _____

SI. NO.	AMOUNT				CODE NUMBER		
	Cr.	Lac	Th.	Unit	Country Code*	Purpose Code	Category Code
TOTAL:							

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

* Note : Country code shall be reported on the basis of country of beneficiary.

STATEMENT S-9
(TRANSACTIONS OF FOREIGN CURRENCY ACCOUNTS OF RESIDENT CORPORATE ENTITIES OTHER THAN EPZs/EZs)

Name of the Authorised Dealer Bank

For month Year

Currency

Month Code			
AD Code			
Curr. Code			

Sl No	DEPOSITS	For BB's Use	AMOUNT			
			Cr.	Lac.	Th.	Unit
	A. Receipts from Abroad					
01	Amount received of Resident Corporate Entities other than EPZ/EZ as Equity Capital, Intra-Company Loan & Inter- Company Loan and others : Schedule RFCR-1 (Use purpose code on the basis of declaration of 'C' forms) /invoice/swift messages etc.)	9050				
	B. Receipts from Domestic Economy					
02	Authorised local income/cost recovery fund as withdrawal of investment credited through conversion of local currency which are also reported in sl. no. 8 of S-1 of payment side.	9062				
	C. Exchanges, Transfers and Adjustments					
03	Amount received by way of transfer from foreign currency accounts maintained with other Authorised dealers and /or conversion from other foreign currency.	9070				
04	Others (State)	9080				
05	Opening balance (Cr.)	9200				
	a) Credit balance of Foreign Currency Account	9210				
	b) Amount held as L/C covers	9211				
	GRAND TOTAL :					
	WITHDRAWALS					
	A Payments to Abroad		Cr.	Lac.	Th.	Unit
01	Amount debited for import payments :Schedule RFCP-1	3001				
02	Amount debited for invisible payments (including local income/cost recovery fund as withdrawal of investment debited from above deposit Sl. No. 02) : Schedule RFCP-2 (Use purpose code on the basis of declaration on form TM)	3002				
03	Purchased byADs for transfer to S-1, item no. 8 of purchases side: ScheduleRFCP-3	3003				
	B Exchanges, Transfers and Adjustments					
04	Amount paid by way of transfer from foreign currency accounts maintained with other Authorised Dealers	3005				
05	Others (State)	3006				
06	Closing Balance (Cr.)	3200				
	a Credit balance of Foreign Currency Account	3210				
	b Amount held as L/C covers	3211				
	GRAND TOTAL :					

N.B.: This statement covers transactions of FC account of industrial concerns, gas/oil/other mineral exploration companies, power generation companies, mobile phone companies, non-bank financial institutions, NGOs, microfinance institutions and other organisations maintaining FC account with permission from Bangladesh Bank.

Date :

Office Seal

Signature:

Stamp with name, designation & phone no.

SCHEDULE RFCP-1
(AMOUNT DEBIT FOR IMPORT PAYMENTS FROM FC ACCOUNT OF
RESIDENT CORPORATE ENTITIES OTHER THAN EPZs/EZs)

Name of the Authorised Dealer Bank

For month Year

Currency

Month Code			
AD Code			
Curr. Code			

SI. No.	IMP No.	Name of the companies/others	Quantity			Amount (FOB)				Code Number		
			Unit	Unit Code	Volume	Cr.	Lac.	Th.	Unit	Country of goods origin	HS code of Commodities	Category Code
Total												

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

SCHEDULE RFCP-2

(AMOUNT DEBIT FOR INVISIBLE PAYMENTS FROM FOREIGN CURRENCY ACCOUNTS OF RESIDENT CORPORATE ENTITIES OTHER THAN EPZs/EZs)

Name of the Authorised Dealer Bank

For month Year

Currency

Month Code				
AD Code				
Curr. Code				

Sl. No.	Name of the companies and others	Amount in Foreign Currency				Code Number		
		Cr.	Lac.	Th.	Unit	Country Code*	Purpose Code	Category Code
Total								

Date :

Office Seal

Signature:
Stamp with name, designation & phone no.

* Note : Country code shall be reported on the basis of country of beneficiary

STATEMENT S-10
TRANSACTIONS OF EPZs/EZs ENTERPRISES (A-Type, B-Type, C-Type)
THROUGH ADs

Period _____

Name of Authorised Dealer _____

Currency _____

RECEIPTS		For Bangladesh Bank's Use	AMOUNT			
			Cr.	Lac	Th.	Unit
A. Export Receipts						
1. Export Receipts from abroad	Schedule : A-1	8883				
	Schedule : A-2	8884				
	Sub-Total:					
2. Export Receipts from Bangladesh Enterprise outside EPZs/EZs or Domestic Tariff Area (DTA), Export Oriented Industry (EOI), Inter-Zone and Intra-Zone of EPZs/EZs	Inland export receipts : without schedule	8887				
	Sub-Total:					
B. Invisible Receipts						
1. Invisible Receipts from abroad	Schedule: J other than export receipts (J covers purpose codes from 0001 to 9999 and use purpose code on the basis of declaration on 'C' forms/ invoice/SWIFT messages etc.)	9991				
	Sub-Total:					
2. Invisible Receipts from Bangladesh Enterprise outside EPZs/EZs or Domestic Tariff Area (DTA), Export Oriented Industry (EOI), Inter-Zone and Intra-Zone of EPZs/EZs	Inland invisible receipt: Without Schedule	9995				
	Sub-Total:					
C. Exchanges, Transfers and Adjustments: (State)						
1.		6010				
2.		6011				
3.		6012				
4.		6013				
5.		6014				
	Sub-Total:					
Opening Balance (cr.)		6210				
GRAND TOTAL:						

PAYMENTS						
A. Import Payments						
1. Import Payments to abroad	Schedule : E-2	0000				
	Schedule : E-1	0002				
	Sub-Total:					
2. Import Payments to Bangladesh Enterprise outside EPZs/EZs or Domestic Tariff Area (DTA), Export Oriented Industry (EOI), Inter-Zone and Intra-Zone of EPZs/EZs	Inland import payments : Without Schedule	0003				
	Sub-Total:					
B. Invisible Payments						
1. Invisible Payments to abroad	Schedule: E-3 (E-3 covers purpose codes from 0001 to 9999 and use purpose code on the basis of declaration of 'TM' forms)	1001				
	Sub-Total:					
2. Invisible Payments to Bangladesh Enterprise outside EPZs/EZs or Domestic Tariff Area (DTA), Export Oriented Industry (EOI), Inter-Zone and Intra-Zone of EPZs/EZs	Inland invisible payments : Without Schedule	1015				
	Sub-Total:					
C. Exchanges, Transfers and Adjustments: (State)						
1. Amount encashed to Taka from foreign currency account of EPZ/EZ enterprises to meet local currency expenses or BEPZA payments- Transferred to S-1 (item no. 8 of purchases side)		2010				
2. Debit F.C. account for BEPZA payments and others		2011				
3.		2012				
4.		2013				
5.		2014				
	Sub-Total:					
Closing Balance (cr.)		2210				
GRAND TOTAL:						

Note: Transactions of Non-processing entities which are located in EPZs/f EZs area shall be reported in this statement.

Date :

Office Seal

Signature:

Stamp with name, designation & phone no.

STATEMENT S-11
TRANSACTIONS OF EPZs/EZs ENTERPRISES (A-Type) AND OFF-SHORE
BANKING UNIT (OBUS)

Period _____

Name of OBU _____

Currency _____

RECEIPTS		For Bangladesh Bank's Use	AMOUNT			
			Cr.	Lac	Th.	Unit
A. Export Receipts						
1. Export Receipts from abroad	Schedule : A-1	8883				
	Schedule : A-2	8884				
	Sub-Total:					
2. Export Receipts from Bangladesh Enterprise outside EPZs/EZs or Domestic Tariff Area (DTA), Export Oriented Industry (EOI), Inter-Zone and Intra-Zone of EPZs/EZs	Inland export receipts : without schedule	8887				
	Sub-Total:					
B. Invisible Receipts						
1. Invisible Receipts from abroad	Schedule: J other than export receipts (J covers purpose codes from 0001 to 9999 and use purpose code on the basis of declaration on 'C' forms/invoice/swift messages etc.)	9991				
	Sub-Total:					
2. Invisible Receipts from Bangladesh Enterprise outside EPZs/EZs or Domestic Tariff Area (DTA), Export Oriented Industry (EOI), Inter-Zone and Intra-Zone of EPZs/EZs	Inland invisible receipt: Without Schedule	9995				
	Sub-Total:					
C. Exchanges, Transfers and Adjustments: (State)						
1.		6010				
2.		6011				
3.		6012				
4.		6013				
5.		6014				
	Sub-Total:					
Opening Balance (cr.)		6210				
GRAND TOTAL:						

PAYMENTS						
A. Import Payments						
1. Import Payments to abroad	Schedule : E-2	0000				
	Schedule : E-1	0002				
	Sub-Total:					
2. Import Payments to Bangladesh Enterprise outside EPZs/EZs or Domestic Tariff Area (DTA), Export Oriented Industry (EOI), Inter-Zone and Intra-Zone of EPZs/EZs	Inland import payments : Without Schedule	0003				
	Sub-Total:					
B. Invisible Payments						
1. Invisible Payments to abroad	Schedule: E-3 (E-3 covers purpose codes from 0001 to 9999 and use purpose code on the basis of declaration of 'TM' forms)	1001				
	Sub-Total:					
2. Invisible Payments to Bangladesh Enterprise outside EPZs/EZs or Domestic Tariff Area (DTA), Export Oriented Industry (EOI), Inter-Zone and Intra-Zone of EPZs/EZs	Inland invisible payments : Without Schedule	1015				
	Sub-Total:					
C. Exchanges, Transfers and Adjustments:						
1. Amount encashed to Taka from foreign currency account of EPZ/EZ enterprises for to meet local currency expenses or BEPZA payments- Transferred to S-1 (item no. 8 of purchases side)		2010				
2. Debit F.C. account for BEPZA payments and others		2011				
3.		2012				
4.		2013				
5.		2014				
	Sub-Total:					
Closing Balance (cr.)		2210				
GRAND TOTAL:						

Note: OBUs own transactions and Transactions of Non-processing entities (Type-A) which are located in EPZs/EP As of EZs area shall be reported in this statement.

Date :

Office Seal

Signature:

Stamp with name, designation & phone no.

STATEMENT S-12
STATEMENT OF MONEY CHANGERS FOREIGN EXCHANGE TRANSACTION
(TO BE SUBMITTED THROUGH AD)

For month Year

Name of the Authorised Money Changer :

Currency : USD/Pound Sterling/Euro/Japanese Yen/-

Month Code			
Money Changer Code			
Currency Code			

SI. No.	PURCHASES	Purpose Code	Amount
01	Amount purchased from non-resident Bangladeshis working/residing abroad and tourists (Cash/TC) (Schedule MCR-1)	1204	
02	Amount purchased from resident Bangladeshis (Cash/TC)	1205	
	Sub-Total		
	Exchanges, Transfers and Adjustments:		
03	Total credit on account of interest earned from FC A/C	1208	
04	Transferred from FC account of other money changer (on account of purchase)	1209	
05	Opening balance=a+b (Cr.)	1201	
	a) Cash foreign currency in hand including TC	1202	
	b) Foreign currency A/C balance with scheduled bank	1203	
	Grand Total		
	SALES		
01	Sale to Bangladeshi travellers or re-conversion allowed to foreign travellers (Cash/TC) (Schedule MCP-1)	1210	
	Exchanges, Transfers and Adjustments:		
02	Amount encashed to taka (a+b)	1214	
	a) Encashed from foreign currency account	1215	
	b) Encashed Note/coin, etc.	1216	
03	Transferred to FC account of other Money Changers (on account of sale)	1217	
04	Closing balance = a+b (Cr.)	1218	
	a) Cash foreign currency in hand including TC	1219	
	b) Foreign currency A/C balance with scheduled bank	1220	
	Grand Total		

Note: Non-residents:

- a) Bangladesh nationals residing/working abroad
- b) Foreign travellers/tourists

Residents:

- a) Resident Bangladesh nationals

Date :

Office Seal
Money ChangerSignature (Money Changer) :
Stamp with name, designation & phone no.Office Seal
BankSignature (Bank Official) :
Stamp with name, designation & phone no.

SCHEDULE MCR-1
PURCHASE OF FOREIGN CURRENCY FROM NON-RESIDENT
BANGLADESH/FOREIGN NATIONAL (CASH/TC)

For month Year

Name of the Authorised Money Changer :

Currency : USD/Pound Sterling/Euro/Japanese Yen/-

Month Code				
Money Changer Code				
Currency Code				

SI. No.	Name of the country	Country Code	Amount	Purpose Code
Total				

- Note : a) Use purpose code for non-resident Bangladesh nationals working/residing abroad..... 5111
b) Use purpose code for foreign travellers/tourists 1130
c) Country shall be reported as country of origin of wage for NRBs and country of origin for foreign tourist.

- Note : Non-residents:
a) Bangladesh nationals working/residing abroad
b) Foreign travellers/tourists

For purpose code please follow the 'Code lists for reporting of external sector transactions by the Authorised Dealers' or contact Statistics Department, Bangladesh Bank, Head Office.

Date :

Office Seal
Money Changer

Signature (Money Changer) :
Stamp with name, designation & phone no.

Signature (Bank Official) :
Stamp with name, designation & phone no.

STATEMENT S-13
TRANSACTION IN FOREIGN CURRENCY ACCOUNTS OF OTHER
RESIDENT ENTITIES

Name of the Authorised Dealer Bank

For month Year

Currency : USD/Pound Sterling/Euro/Japanese Yen/-

Month Code			
AD Code			
Currency Code			

SI. No.	DEPOSITS	Purpose Code	Amount
01	Amount received from abroad to FC A/C of other resident entities : Schedule RPFCD-1(Use purpose code on the basis of declaration of 'C' forms/invoice/swift messages etc.)	1302	
02	Total amount deposited to RFCD A/C during the month (Cash/TC etc.)	1303	
	Exchanges, Transfers and Adjustments:		
03	Total amount received by way of transfer from other F.C. accounts	1305	
04	Total credit on account of interest earned on term deposit	1306	
05	Other receipts (state)	1307	
06	Opening balance (Cr.)	1301	
	GRAND TOTAL		
	WITHDRAWAL		
01	Amount Debited from F.C. account of other resident entities for Invisible payments: Schedule RPFCD-1 (Use purpose code on the basis of declaration of TM)	1311	
02	Amount Debited from F.C. account of other resident entities for Import payments: Schedule RPFCD-3	1314	
	Exchanges, Transfers and Adjustments:		
03	Total amount paid by way of transfer to other F.C. accounts in Bangladesh	1315	
04	Purchased by ADs transferred To S-1 (item no. 8 of purchases side)	1316	
05	Total other payment (State)	1317	
06	Closing balance	1318	
	GRAND TOTAL		

Date :

Office Seal

Signature :

Stamp with name, designation & phone no.

N.B: This statement covers the transactions of FC account as mentioned in Chapter 13
(Section I, III and VI (Vol-1) and related F.E. Circulars.)

See Chapter 2 **Para 16.C**

APP. 12-I

SCHEDULE RPF CR-1
AMOUNT RECEIVED FORM ABROAD TO F.C. A/C OF OTHER RESIDENT ENTITIES

For month Year

Name of the Authorised Dealer Bank :

Currency : USD/Pound Sterling/Euro/Japanese Yen/-

Month Code			
AD Code			
Currency Code			

SI. No.	Name of the country	Country Code	Purpose Code	Amount
Total				

Date :

Office Seal

Signature

Stamp with name, designation & phone no.

See Chapter 2 **Para 16.C**

APP. 12-II

SCHEDULE RPF CP-1
AMOUNT DEBITED FORM F.C. ACCOUNT OF OTHER RESIDENT ENTITIES FOR INVISIBLE PAYMENTS

For month Year

Name of the Authorised Dealer Bank :

Currency : USD/Pound Sterling/Euro/Japanese Yen/-

Month Code			
AD Code			
Currency Code			

SI. No.	Name of the country	Country Code	Purpose Code	Amount	Catergory Code
Total					

Date :

Office Seal

Signature

Stamp with name, designation & phone no.

SCHEDULE A-3/O-3
(EXPORT RECEIPTS UNDER BANGLADESH MYANMAR BORDER TRADE
ARRANGEMENT)

Period _____

Name of Authorised Dealer _____

Currency _____

Sl. No.	Encashment Certificate No.	QUANTITY			AMOUNT				CODE NUMBER										
		Unit	Unit Code	Volume	Cr.	Lac	Th.	Unit	Country of destination				H.S Code Of Commodities						
									1	2	6	1							
									1	2	6	1							
		TOTAL.																	

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

**SCHEDULE 'J'/O-4
(INVISIBLE RECEIPTS COVERS PURPOSE CODES FROM 0001-9999)**

Period _____

Name of Authorised Dealer _____

Currency _____

Serial No.	Encashment Certificate		Amount				Code Number											
	No.	Date	Cr.	Lac	Th.	Unit	Country Code*			Purpose Code								
Total:																		

* Country code shall be reported on the basis of country of non-resident ordering customers

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

See Chapter 2

Para 8 (i)(f)

APP. 17-I

**SCHEDULE E-1/P-1
(ADVANCE PAYMENT FOR GOODS TO BE IMPORTED)**

Period _____

Name of Authorised Dealer _____

Currency _____

Sl No.	IMP No.	QUANTITY		AMOUNT (FOB)			CODE NUMBER			Category Code										
		Unit	Unit Code	Core	Lac	Th.	Unit	Country of goods Origin	HS Code of Commodities											
TOTAL																				

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

**SCHEDULE E-3/P-3
(INVISIBLE PAYMENTS : COVERS PURPOSE CODES FROM 0001-9999)**

Period _____				
Name of Authorised Dealer _____				
Currency _____				

Serial No.	TM No.	AMOUNT				CODE NUMBER												
		Cr.	Lac	Th.	Unit	Country Code *			Purpose Code			Category Code						
Total:																		

* Country code shall be reported on the basis country of beneficiaries

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

**SCHEDULE E-5/P-5
(IMPORT PAYMENTS UNDER BANGLADESH MYANMAR BORDER TRADE
ARRANGEMENT)**

Period _____

Name of Authorised Dealer _____

Currency _____

Sl. No	Draft No. and Date	QUANTITY			AMOUNT (FOB)				CODE NUMBER										
		Unit	Unit Code	Volume	Cr.	Lac	Th.	Unit	Country of goods origin				HS Code of Commodities			Category Code			
									1	2	6	1							
									1	2	6	1							
		TOTAL																	

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

ADVANCE RECEIPT VOUCHER

ORIGINAL

Name And Address Of Authorised Dealer _____

--	--	--	--

SI. No.	Items	Particulars	Code Number										
1.	EXP Form Number (if the Form is available)												
2.	Name & address of the exporter (in block letter)												
3.	CCI&E's Registration No and date												
4.	Sector (Public or Private) under which exporter falls												
5.	Name and address of foreign buyer												
6.	Commodity to be exported		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15px; height: 20px;"></td> </tr> </table>										
7.	Country of destination		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15px; height: 20px;"></td> <td style="width: 15px; height: 20px;"></td> <td style="width: 15px; height: 20px;"></td> </tr> </table>										
8.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; text-align: center;">Amount received</td> <td style="width: 15%;">Currency in which received</td> <td style="width: 70%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">Amount</td> <td></td> </tr> </table>	Amount received	Currency in which received			Amount			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15px; height: 20px;"></td> </tr> </table>				
Amount received	Currency in which received												
	Amount												
9.	Date of receipt of the amount												
10.	Reporting period												

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

SCHEDULE 'H'
DETAILS OF PURCHASES OF (CURRENCY) FROM OVERSEAS BANK BRANCHES
AND CORRESPONDENTS AGAINST CREDITS TO NON-RESIDENT BANK TAKA ACCOUNTS

Period _____

Name of Authorised Dealer _____

Currency Purchased _____

Sl. No.	Name of overseas Bank Branch or correspondent to whose account the Taka equivalent is credited	Name of the Authorised Dealer with whom the Taka account credited is maintained if other than the reporting Authorised Dealer	Country of Account	Taka Amount	Amount of Currency
1					
2					
3					
4					
5					
6					

Date :

Office Seal

Signature

Stamp with name, designation & phone no.

SCHEDULE 'L'

DETAILS OF DEBITS TO NON-RESIDENT TAKA ACCOUNTS OF BANK BRANCHES AND CORRESPONDENTS COVERING TRANSFERS TO OTHER NON-RESIDENT BANK ACCOUNTS IN PERIOD ENDED...

Period _____

Name of Authorised Dealer _____

Currency Purchased _____

Sl. No.	Name of Non-resident bank whose account with AD is debited	Address (Country)	Name of bank whose account is credited	Address (Country)	Name of AD with whom the A/C credited is kept	Bangladesh Bank's approval number (where transfer requires prior approval)	Amount transferred
1							
2							
3							
4							
5							
6							
	TOTAL:						

Date :

Office Seal

Signature

Stamp with name, designation & phone no.

SCHEDULE 'N'
BALANCE OF TAKA ACCOUNT OF NON-RESIDENT BANKS

Period _____

Name of Authorised Dealer _____

Currency _____

Sl. No.	Name of Non-resident Banks	Address (country)	Closing Blance (Taka)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16	TOTAL:		

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

**SCHEDULE 'R'
CREDITS TO NON-RESIDENT TAKA ACCOUNTS OF BANK BRANCHES AND CORRESPONDENTS**

Period _____

Name of Authorised Dealer _____

Currency _____

_____	_____	_____
_____	_____	_____
_____	_____	_____

Sl.	Name of Non-resident bank whose account with AD is credited	Address (Country)	Name of Non-resident bank whose account is debited	Address (Country)	Name of A.D. with whom the A/C. debited is kept	Bangladesh Bank approval number (where transfer requires prior approval)	Amount transferred
TOTAL:							

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

SCHEDULE 'K'
NON-RESIDENT TAKA ACCOUNTS OTHER THAN THOSE OF
BANK BRANCHES & CORRESPONDENTS

Period _____		
Name of Authorised Dealer _____		
Currency _____		

1. Opening Balance	
(Cr.) TK _____	
(Dr.) TK _____	TK _____
2. Total Credits during the month	TK _____
3. Total Dabits during the month	TK _____
4. Closing Balances :	
(Cr.) TK _____	
(Dr.) TK _____	TK _____

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

FE-37
STATEMENT OF OUTSTANDING FOREIGN PAYMENT COMMITMENTS ABROAD
FOR THE MONTH OF2
(Figures in Million USD)

	Cash	Loan/Grant
1. Letters of credit outstanding as at the end of previous month:		
a) P.O.L.		
b) Food items (Rice, Wheat and Edible Oil)		
c) Back-to-back imports		
d) Other imports		
e) Invisibles, if any		
2. Letters of credit opened:		
i) Fresh letters of credit		
a) P.O.L.		
b) Food items (Rice, Wheat and Edible Oil)		
c) Back-to-back imports		
d) Other imports		
e) Invisibles, if any		
ii) Lapsed L/Cs revalidated:		
a) P.O.L.		
b) Food items (Rice, Wheat and Edible Oil)		
c) Back-to-back imports		
d) Other imports		
e) Invisibles, if any		
3. Remittances made during the month for the letters of credit outstanding and opened against items nos. 1&2:		
a) P.O.L.		
b) Food items (Rice, Wheat and Edible Oil)		
c) Back-to-back imports		
d) Other imports		
e) Invisibles, if any		
4. Letters of credit outstanding as at the close of the month under report after remittance reported against item No. 3		
a) P.O.L.		
b) Food items (Rice, Wheat and Edible Oil)		
c) Back-to-back imports		
d) Other imports		
e) Invisibles, if any		
5. Remittances due against import bills received on collection basis		
6. Total amount of L/Cs lapsed/cancelled		
7. Net outstanding (4+5-6)		

Date :

Office Seal

Signature

Stamp with name, designation & phone no.

Note: (1) only commitments in favour of beneficiaries abroad should be reported; commitments relating to inland L/Cs in favour of local beneficiaries, even if denominated in foreign currencies, shall not be included.
(2) Unpaid acceptances, against L/Cs should be included in the amounts reported as outstanding.
(3) All import bills due for payment, other than mentioned under sl no. 4 should be reported under sl no. 5

FE-36

STATEMENT OF COMMODITY-WISE IMPORT LETTERS OF CREDIT(71 ITEMS) FOR THE MONTH OF -----YEAR-----

Quantity in M.Ton & Value in
Thousand USD

Sl. No.	NAME OF COMMODITY	L/Cs OPENED DURING THE CURRENT MONTH			L/Cs CANCELLATION			L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			L/Cs SETTLED DURING THE CURRENT MONTH				
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT	TOTAL
	CONSUMER GOODS														
1.	Rice														
2.	Wheat														
3.	Sugar														
	a) Commercial Sector														
	b) Industrial Sector														
4.	Salt														
	a) Commercial Sector														
	b) Industrial Sector														
5.	Milk Food														
	a) Milk Powder (Fat)														
	(i) Commercial Sector														
	(ii) Industrial Sector														
	b) Milk Powder (Non-Fat)														
	(i) Commercial Sector														
	(ii) Industrial Sector														
	c) Condensed Milk														
6.	Patent & Farinaceous Food														
7.	Edible Oil (Refined)														
	a) Butter Oil														
	b) Soyabean Oil														
	c) Others														
8.	Fresh Fruits														
9.	Dry Fruits including dates														
10.	Coconut Oil														
11.	Pulses (all sorts)														
12.	Onion														

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STATEMENT OF COMMODITY-WISE IMPORT LETTERS OF CREDIT(71 ITEMS) FOR THE MONTH OF -----YEAR-----

Quantity in M.Ton & Value in
Thousand USD

Sl. No.	NAME OF COMMODITY	L/Cs OPENED DURING THE CURRENT MONTH			L/Cs CANCELLATION			L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			L/Cs SETTLED DURING THE CURRENT MONTH			
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT
13.	Spices													
14.	Second hand Clothings													
15.	Drugs & Medicines													
	a) Allopathy													
	b) Homeopathy													
	c) Ayurvedic													
16.	Books													
17.	News Paper & Magazine (all sprts)													
18.	Sports Articles													
19.	Electric Fan													
20.	Refrigerators & parts thereof													
21.	Others													
	INTERMEDIATE GOODS													
22.	Coal													
23.	Hard Coke													
24.	Cement													
25.	Clinker													
26.	Lime Stone													
27.	C.I. Sheet													
28.	G.P.Sheet													
	a) Commercial Sector													
	b) Industrial Sector													
29.	B.P. Sheet													
	a) Commercial Sector													
	b) Industrial Sector													
30.	Tin Plate													

STATEMENT OF COMMODITY-WISE IMPORT LETTERS OF CREDIT(71 ITEMS) FOR THE MONTH OF -----YEAR-----
 Quantity in M.Ton & Value in
 Thousand USD

Sl. No.	NAME OF COMMODITY	L/Cs OPENED DURING THE CURRENT MONTH			L/Cs CANCELLATION			L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			L/Cs SETTLED DURING THE CURRENT MONTH				
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT	TOTAL
31	Ball Bearing														
32	Scrap Vessels														
33	Iron & Steel Scrap														
34	Non-Ferrous Metal														
	a) Aluminium														
	b) Others.														
35	Paper														
	a) Newsprint														
	b) Others														
36	Paper Board														
	a) Commercial Sector														
	b) Industrial Sector														
37	Others														
	INDUSTRIAL RAW MATERIALS														
38	Edible Oil (Crude)														
	a) Palm Olein														
	b) CDSO														
39	Raw Cotton														
	a) Commercial Sector														
	b) Industrial Sector														
40	Synthetic/Viscose Fibre														
	a) Commercial Sector														
	b) Industrial Sector														
	i) Specialized Textile Mills														
	ii) Weaving Mills														
41	Synthetic/Mixed Yarn														

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STATEMENT OF COMMODITY-WISE IMPORT LETTERS OF CREDIT(71 ITEMS) FOR THE MONTH OF -----YEAR-----

Quantity in M.Ton & Value in
Thousand USD

Sl. No.	NAME OF COMMODITY	L/Cs OPENED DURING THE CURRENT MONTH			L/Cs CANCELLATION			L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			L/Cs SETTLED DURING THE CURRENT MONTH				
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT	TOTAL
	a) Commercial Sector														
	b) Industrial Sector														
	i) Handloom														
	ii) Specialized Textile Mills														
	iii) Weaving Mills														
	c) Back-to-Back L/Cs														
42	Cotton Yarn														
	a) Commercial Sector														
	b) Industrial Sector														
	i) Handloom														
	ii) Specialized Textile Mills														
	iii) Weaving Mills														
	c) Back-to-Back L/Cs														
43	Textile Fabrics & Accessories for Garments														
	a) Back-to-Back L/Cs														
	i) Fabrics														
	ii) Accessories														
	b) Others														
	i) Fabrics														
	ii) Accessories														
44	Pharmaceutical Raw Materials														
	a) Allopathy														
	b) Homeopathy														
	c) Ayurvedic														

FE-36

STATEMENT OF COMMODITY-WISE IMPORT LETTERS OF CREDIT(71 ITEMS) FOR THE MONTH OF -----YEAR-----
 Quantity in M.Ton & Value in
 Thousand USD

Sl. No.	NAME OF COMMODITY	L/Cs OPENED DURING THE CURRENT MONTH			L/Cs CANCELLATION			L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			L/Cs SETTLED DURING THE CURRENT MONTH				
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT	TOTAL
45	Chemicals & Chemical Products														
	a) Chemical Fertilizer														
	b) Insecticides & Pesticides														
	i) Commercial Sector														
	ii) Industrial Sector														
	c) Dyes														
	i) Commercial Sector														
	ii) Industrial Sector														
	d) Detergent Powder														
	i) Commercial Sector														
	ii) Industrial Sector														
	e) Tooth Paste														
	f)Thermoplastic Moulding Compound														
	i) Commercial Sector														
	ii) Industrial Sector														
	g) Tanning Materials														
	i) Commercial Sector														
	ii) Industrial Sector														
	h)Other Chemicals & Chemical Products														
	i) Commercial Sector														
	ii) Industrial Sector														
	1) Match Industries														
	2) Soap Industries														
	3) Paint & Vanish														
	Incls.														

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STATEMENT OF COMMODITY-WISE IMPORT LETTERS OF CREDIT(71 ITEMS) FOR THE MONTH OF -----YEAR-----

Quantity in M.Ton & Value in
Thousand USD

Sl. No.	NAME OF COMMODITY	L/Cs OPENED DURING THE CURRENT MONTH			L/Cs CANCELLATION			L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			L/Cs SETTLED DURING THE CURRENT MONTH				
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT	TOTAL
	4) Others														
46	Oil Seeds/Rape Seeds														
47	Copra														
	a) Commercial Sector														
	b) Industrial Sector														
48	Others														
	PETROLEUM AND PETROLEUM PRODUCTS														
49	P.O.L.														
	a) Crude														
	b) Refined														
50	Others														
	CAPITAL MACHINERY														
51	Capital Machinery														
	a) Textile Machinery														
	b) Leather/Tannery "														
	c) Jute Industry "														
	d) Garment Industry "														
	e) Pharmaceutical "														
	f) Plastic Industry "														
	g) Printing Industry "														
	h) Electronic Industry "														
	i) Toy Industry "														
	j) Packing Industry "														
	k) Telecom Industry "														
	l) Energy/Power Industry "														
	m) Ceramic, Porcelian, Melamine Industry "														

STATEMENT OF COMMODITY-WISE IMPORT LETTERS OF CREDIT(71 ITEMS) FOR THE MONTH OF -----YEAR-----
 Quantity in M.Ton & Value in
 Thousand USD

Sl. No.	NAME OF COMMODITY	L/Cs OPENED DURING THE CURRENT MONTH			L/Cs CANCELLATION			L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			L/Cs SETTLED DURING THE CURRENT MONTH				
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT	TOTAL
	n) Food Processing Industry														
	o) Steel & Engineering Industry "														
	p) Health Service/Medical Industry "														
	q) Ship Building/Maritime Industry "														
	r) IT/Data Processing Industry "														
	s) Other Industry "														
52	Others														
	MACHINERY FOR MISE. INDUSTRIES														
53	Other Electronics Components														
	a) Commercial Sector														
	b) Assembling Industries														
	i) Television														
	ii) Radio														
54	Other Machineries (excluding Sl. 51)														
55	Other Iron & Steel Products														
56	Irrigation Engine														
57	Marine Deisel Engine														
58	Other Transport Engine														
59	Computer, its Accessories & Spares [Commercial, excluding 51(r)]														

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STATEMENT OF COMMODITY-WISE IMPORT LETTERS OF CREDIT(71 ITEMS) FOR THE MONTH OF -----YEAR-----

Quantity in M.Ton & Value in
Thousand USD

Sl. No.	NAME OF COMMODITY	L/Cs OPENED DURING THE CURRENT MONTH				L/Cs CANCELLATION			L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			L/Cs SETTLED DURING THE CURRENT MONTH			
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT	TOTAL
60	Tyre and Tube														
61	Motor Vehicle & Motor Cycle Parts														
62	Bi-Cycle Parts														
	a) Commercial Sector														
	b) Assembling Industries														
63	Clocks, Watches & Parts thereof														
64	Tractors														
65	Power Tiller														
66	Trailers														
67	Medical, Surgical & Dental Equipments [Commercial, excluding 51(p)]														
68	i) Mobile Phone														
	ii) Mobile Phone- Parts & Accessories														
69.A	Motor Vehicle(Completely Assembled)														
	a) Motor Car														
	b) Mini Bus														
	c) Bus														
	d) Truck														
	e) Motor Cycle														
	f) Others														
B.	Motor Vehicle (CKD & SKD)														
	a) Motor Car														
	b) Mini Bus														

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STATEMENT OF COMMODITY-WISE IMPORT LETTERS OF CREDIT(71 ITEMS) FOR THE MONTH OF -----YEAR-----
 Quantity in M.Ton & Value in
 Thousand USD

Sl. No.	NAME OF COMMODITY	L/Cs OPENED DURING THE CURRENT MONTH			L/Cs CANCELLATION			L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			L/Cs SETTLED DURING THE CURRENT MONTH				
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT	TOTAL
	c) Bus														
	d) Truck														
	e) Motor Cycle														
	f) Others														
70	Others														
71	Others														
	a) Commercial Sector														
	b) Industrial Sector														
A	TOTAL ----->>														
B	Total less Back to Back(41c,42c,43a)														
C	Total less Back to Back, Rice, Wheat & P.L.O.														

Settlement Against Without LC's - Figure Value in Thousand USD.

Name of the authorised official with designation and department Phone No (Land).....

Note : The above statement shall be submitted to FEOD, Bangladesh Bank, Head Office in soft copy (in Ms Excel) only unless otherwise instructed by FEOD.

STATEMENT OF L/C OPENING AND SETTLEMENT FOR 26 ESSENTIAL COMMODITIES (CURRENT WEEK)

Name of the Authorised Dealer Bank Dateto..... Provisional

Sl. No.	Name of the Commodity	1st day of the Week(-----)			2nd day of the Week(-----)			3rd day of the Week(-----)			L/C Settled		
		No.of L/C	Quantity	Value	No.of L/C	Quantity	Value	No.of L/C	Quantity	Value	No.of L/C	Quantity	Value
1	Rice												
2	Wheat												
3	Sugar												
	Raw												
	Refined												
4	Soyabean												
	Crude												
	Refined												
	Seed												
5	Palm Oil												
	Crude												
	Refined												
	Seed												
6	Pulses												
	Masur Dal												
	Chola Dal												
	Ankor Dal												
	Mugh Dal												
	Others												
7	Chola(Seed/Asto)												
	Cheak Peas/Yellow Peas												
8	Onion												
9	Garlic												
10	Ginger												
11	Salt												
	Raw												
	Refined												
12	Egg												
13	Potato												
14	Maize												
15	Dry Chili												
16	Termeric												
17	Dates												
18	Milk Powder												
19	Baby Food												
20	Cumin (Zira)												
21	Cardamom (Elachi)												
22	Cinnamon (Daruchini)												
23	Black Pepper (Gol march)												
24	Cloves (Labanga)												
25	Coriander (Dhania)												
26	Cassia leaf (Tezpara)												
Total													

STATEMENT OF L/C OPENING AND SETTLEMENT FOR 26 ESSENTIAL COMMODITIES (CURRENT WEEK)

Name of the Authorised Dealer BankDateto.....

Provisional
Value in thousand USD & Qty in M.Ton other than Eggs.

		4th day of the Week(-----)			5th day of the Week(-----)			Total		
		No.of L/C	L/C Opened Quantity	Value	No.of L/C	L/C Opened Quantity	Value	No.of L/C	L/C Settled Quantity	Value
1	Wheat									
2	Sugar									
3	Soyabean									
4	Palm Oil									
5	Pulses									
6	Cholai(Seed/Asto)									
7	Cheak Peas/Yellow Peas									
8	Onion									
9	Garlic									
10	Ginger									
11	Salt									
12	Egg									
13	Potato									
14	Maize									
15	Dry Chili									
16	Termeric									
17	Dates									
18	Milk Powder									
19	Baby Food									
20	Cumin (Zira)									
21	Cardamom (Elachi)									
22	Cinnamon (Daruchini)									
23	Black Pepper (Gol march)									
24	Cloves (Labanga)									
25	Coriander (Dhania)									
26	Cassia leaf (Tezpara)									
Total										

Note : The above statement shall be submitted to FEOD, Bangladesh Bank, Head Office in soft copy (in Ms Excel) through e-mail only unless otherwise instructed by FEOD.

Name of the authorised official with designation and department Phone No (Land).....Cell.....

STATEMENT OF IMPORTERS' INFORMATION OF 26 SELECTED COMMODITIES
Name of the Bank Month..... Year.....

Sl No.	Name of the Commodity	Name Address Tel./Mob. No. of Importers	Imported from(Country Name)	Remarks.
1	Rice			
2	Wheat			
3	Sugar			
4	Soyabean			
5	Palm Oil			
6	Pulses			
7	Chola(Seed/Asto)			
	Chick Peas/Yellow Peas			
8	Onion			
9	Garlic			
10	Ginger			
11	Salt			
12	Egg			
13	Potato			
14	Maize			
15	Dry Chili			
16	Tarmaric			
17	Dates			
18	Milk Powder			
19	Baby Food			
20	Cumin(Zira)			
21	Cardamom(Elachi)			
22	Cinnamon(Daruchimi)			
23	Black Pepper(Gol marich)			
24	Cloves(Labanga)			
25	Coriander(Dhania)			
26	Cassia Leaf(Tezpata)			

Name of the authorised official with designation and department Phone No (Land)..... Cell.....

Note : The above statement shall be submitted to FEOD, Bangladesh Bank, Head Office in soft copy (in Ms Excel) through e-mail only unless otherwise instructed by FEOD.

COMMODITY-WISE(34 Items) STATEMENT OF LCs OPENED AND SETTLED

Name of the Authorised Dealer..... Date.....fo..... Value In million USD (Provisional)

Sl. No.	Name of the commodity	1st week		2nd week		3rd Week		4th week		5th Week		Total	
		LCs Opened	LCs Settled										
1.	Rice												
	i) Private Sector												
	ii) Public Sector												
2.	Wheat												
	i) Private Sector												
	ii) Public Sector												
3.	Sugar												
	a) Raw												
	i) Private Sector												
	ii) Public Sector												
	b) Refined												
	i) Private Sector												
	ii) Public Sector												
4.	Milk Food												
5.	Edible Oil (Refined)												
	a) Soyabean												
	b) Palm Oil												
	c) Others												
6.	Edible Oil (Crude)												
	a) Soyabean												
	b) Palm Oil												
	c) Others												
7.	Dry Fruits												
	a) Dates												
	b) Others												
8.	Pulses												
	a) Masur Dal												
	b) Chola Dal												
	c) Others												
9.	Onion												
10.	Ginger												
11.	Drugs & Medicine												
12.	Poultry Feeds												
13.	Coal												
14.	Cement												
15.	Clinker/Stone												
16.	BP Sheet												

COMMODITY-WISE(34 Items) STATEMENT OF LCs OPENED AND SETTLED

Name of the Authorised Dealer..... Date.....to..... Value In million USD (Provisional)

Sl. No.	Name of the commodity	1st week		2nd week		3rd Week		4th week		5th Week		Total	
		LCs Opened	LCs Settled										
17.	Scrap Vessels												
18.	Paper												
	a) Newsprint												
	b) Others												
19.	Zinc Ingot												
20.	Raw Cotton												
21.	Synthetic/Mixed Yarn												
22.	Cotton yarn												
23.	Textile Fabrics												
24.	Textile Accessories												
25.	Back-to-Back												
	a) Fabrics												
	b) Accessories												
	c) Others												
26.	Pharma Raw Materials												
27.	Chemical Products												
	a) Fertilizer												
	i) Urea												
	ii) TSP												
	iii) MOP												
	iv) DAP												
	v) Others												
	b) Others (Other than fertilizer)												
28.	P.O.L.												
	a) Crude												
	b) Refined												
29.	Capital Machinery												
30.	Other Machineries												
31.	Motor Vehicles												
32.	Computer & Accessories												
33.	Medical & Other Equipments												
34.	Others												
	Grand Total												

Name of the authorised official with designation and department Phone No (Land)..... Cell.....

Note: To be provided through RIT only.

MONTHLY STATEMENT OF COMMODITY-WISE OUTSTANDING/UNSETTLED IMPORTS

Name of the Authorised Dealer.....Month.....Year.....

Value in 000 USD

Sl. No.	Name of Commodity (Sector)	Outstanding amount as on last date of the current month		The limit period of Payable Outstanding amount after L/C opening.																
		Cash (i+iii+v+vii+ix+x)	Loan/Grant (ii+iv+vi+viii+x+xi)	Upto 6th Month			(7th to 12th)			(13th to 24th)			(25th to 36th)			(37th to 48th)			49th month and above	
				Cash (i)	Loan/Grant (ii)	Total (a+b)	Cash (iii)	Loan/Grant (iv)	Total (b=iii+iv)	Cash (v)	Loan/Grant (vi)	Total (c=v+vi)	Cash (vii)	Loan/Grant (viii)	Total (d=vii+viii)	Cash (ix)	Loan/Grant (x)	Total (e=ix+x)	Cash (xi)	Loan/Grant (xii)
1	Consumer Goods	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Without LCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	Intermediate Goods	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Without LCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	Industrial Raw Materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Without LCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4	Petroleum & Petroleum Products	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Without LCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5	Capital Machinery	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Without LCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6	Machinery for Misc. Industries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Without LCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7	Others	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Without LCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	LCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Without LCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Outstanding	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Name of the authorised official with designation and department Phone No (Land) Cell.....

Note : (1) The Commodities of the sectors will be as like as Monthly Statement of Commodity-wise Import L/Cs (71 Items).

(2) To be submitted in soft-copy through e-mail only.

MONTHLY STATEMENT OF COMMODITY-WISE IMPORT WITHOUT LCs

Name of the Authorised Dealer..... Month..... Year

Quantity in M.Ton.
(VALUE IN THOUSAND USD)

SL. NO.	NAME OF COMMODITY(Sector)	Without L/Cs OPENED DURING THE CURRENT MONTH			Without L/Cs CANCELLATION			Without L/Cs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			Without L/Cs SETTLED DURING THE CURRENT MONTH				
		QUANTITY	CASH	LOAN/ GRANT	TOTAL	CASH	LOAN/ GRANT	TOTAL	CASH	LOAN/ GRANT	TOTAL	QUANTITY	CASH	LOAN/ GRANT	TOTAL
1	CONSUMER GOODS														
2	INTERMEDIATE GOODS														
3	INDUSTRIAL RAW MATERIALS														
4	PETROLEUM & PETROLEUM PRODUCTS														
5	CAPITAL MACHINERY														
6	MACHINERY FOR MISE. INDUSTRIES														
7	OTHERS														
8	TOTAL ----->>														

See Chapter 2

Para 19.A(g)

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MONTHLY STATEMENT OF COMMODITY-WISE IMPORT WITHOUT LCs

Name of the Authorised Dealer..... Month..... Year

Quantity in M.Ton.
(VALUE IN THOUSAND USD)

SL. NO.	NAME OF COMMODITY (Commodity wise)	Without LCs OPENED DURING THE CURRENT MONTH			Without LCs CANCELLATION			Without LCs OUTSTANDING AS ON LAST DATE OF THE CURRENT MONTH			Without LCs SETTLED DURING THE CURRENT MONTH				
		QUANTITY	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	CASH	LOAN/GRANT	TOTAL	QUANTITY	CASH	LOAN/GRANT	TOTAL
A	CONSUMER GOODS														
1															
2															
3															
B	INTERMEDIATE GOODS														
1															
2															
3															
C	INDUSTRIAL RAW MATERIALS														
1															
2															
3															
D	PETROLEUM & PETROLEUM PRODUCTS														
1															
2															
3															
E	CAPITAL MACHINERY														
1															
2															
3															
F	MACHINERY FOR MISC. INDUSTRIES														
1															
2															
3															
G	OTHERS														
1															
2															
3															
H	TOTAL ----->>														

Name of the authorised official with designation and departmentPhone No (Land).....Cell.....

Note : To be submitted through e-mail (Ms Excel) only.

**MONTHLY STATEMENT OF MATURITY OF PAYMENT UNDER DEFERRED PAYMENT OF IMPORT
POSITION AS OF THE END OF THE MONTH OF**

NAME OF THE AD.....

Item	Value of deferred payment commitment outstanding at the end of previous month	Value of deferred payment L/Cs opened during the month	Value of deferred payment L/Cs outstanding at the end of this month	Value of other deferred payment collection bills at the end of this month	Total amount of outstanding deferred payment commitment at the end of this month	Month wise amounts due for payment						Remarks
						Within 1 month	During 2nd month	During 3rd month	During 4th month	During 5th month	Beyond 5th month	
1	2	3	4	5	6 (4+5)	7(a)	7(b)	7(c)	7(d)	7(e)	7(f)	8
POL												
Food Grains												
Edible Oils												
Capital Machinery & Industrial Raw materials												
Others (if any)												
Total												

Note : Total of the month-wise amount in Col. 7(a) to 7(f) due for payment should agree with the total outstanding deferred payment commitment at Col.-6

HALF YEARLY STATEMENT OF RECEIPTS OF FOREIGN DONATIONS/GRANTS ETC. BY NON-GOVERNMENT ORGANISATIONS (NGOs), OTHER ENTITIES AND INDIVIDUALS OF BANGLADESH.

NAME OF THE BANK REPORTING PERIOD

Sl. No.	Name and address of the receiving entities/person	Name of the projects against which grants received	Name and address of the donor agencies (with name of country)	Permission Letter Ref. of NGO/AB with date	Currency	Foreign Currency Amount	In equivalent Bangladesh Taka	Date of receipt	Name of schedule and month of reporting to Bangladesh Bank	Remarks
	<u>Group A</u> NGOs registered with NGO Affairs Bureau									
	<u>Sub Total (A)</u>									
	<u>Group B</u> Other entities /persons									
	<u>Sub Total (B)</u>									
	<u>Grand Total (A+B)</u>									

Signature (in hard copy) :
Name of the Bank Official:
Designation:
Contact Phone No.:

Note : The statement will be prepared in Ms Excel with required number of rows.

MONTHLY CONSOLIDATED STATEMENT OF THE CONVERTIBLE TAKA ACCOUNTS AND FOREIGN CURRENCY ACCOUNTS (MAINTAINED IN THE NAME OF FOREIGN MISSIONS, INTERNATIONAL NON-PROFIT ORGANISATIONS, FOREIGN OIL, GAS, POWER COMPANIES AND EXPATRIATE PERSONNEL IN BANGLADESH

NAME OF THE BANK..... MONTH..... YEAR

Category of Account Holders	Nature of Account	Number of Accounts	Aggregate balance at the end of previous month	Amount credited during the month	Amount debited during the month for payment in		Aggregate balance at the end of the month
					Bangladesh Taka	Foreign currency	
1. Foreign mission and foreign diplomatic personnel	a) Convertible Taka Account						
	b) Pound Sterling A/C						
	c) US Dollar A/C						
	d) Other A/C in eqv USD						
2. International non-Profit organisation	a) Convertible Taka Account						
	b) Pound Sterling A/C						
	c) US Dollar A/C						
	d) Other A/C in eqv USD						
3. Foreign oil, gas & power companies and their expatriate personnel	a) Convertible Taka Account						
	b) Pound Sterling A/C						
	c) US Dollar A/C						
	d) Other A/C in eqv USD						
4. Other foreign nationals/firms/companies	a) Convertible Taka Account						
	b) Pound Sterling A/C						
	c) US Dollar A/C						
	d) Other A/C in eqv USD						

Date :

Office Seal

Signature

Stamp with name, designation & phone no.

**MONTHLY STATEMENT OF RELEASE OF FOREIGN EXCHANGE AGAINST TRAVEL, TREATMENT AND EDUCATION
NAME OF THE BANK..... REPORTING MONTH....., 20**

Sl. No.	Name of the AD Branch	Amount (all currencies converted in eqv USD and BDT)									
		Education (Eqv. USD)		Travel* (Eqv. USD)			Treatment (Eqv. USD)		Total		
		Cash	TC & Other	Cash	TC & Other	Card	Total	USD	BDT		

* Only against annual travel quota and Hajj entitlement.

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

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HALF YEARLY RETURN OF BLOCKED ACCOUNTS OF PERSONS, FIRMS ETC.

Name and address of the Authorised Dealer:.....

For the half year ended:..... Country:.....

Sl. No.	Name of the account holder, last known address and nationality (if known)	Balance at the end of last half year.	Total new credits during the half year.	Total funds debited in respect of purchases of approved securities	Total funds dealt with in other ways under approval of the Bangladesh Bank	Balance at the end of the half year	Remarks

N.B. Where funds are invested in approved securities, particulars thereof should be furnished separately in the accompanying form.

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

HALF YEARLY STATEMENT SHOWING PARTICULARS OF SECURITIES HELD IN BLOCKED ACCOUNTS

Name and address of the Authorised Dealer.....

For the half year ended..... Country.....

Sl. No.	Full name and address of the owner	Full description of securities (State also whether bonds or stocks, preference or ordinary shares, debentures etc. no. of shares and face value of each share)	Total face value of the securities	Person in whose name the securities are held, if other than owner	The name of the bank with whom they are deposited for custody	If the securities are pledged against any loan, full particulars thereof

Securities purchased out of funds in blocked account should be shown separately.

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

DAILY STATEMENT OF EXCHANGE POSITION													
Name of the Authorised Dealer Bank Open position limit and beginning.....													
Particulars	Balance sheet					OFF-balance sheet					Total Position		Overall Position
	USD	EUR	JPY	GBP	Other currencies in equivalent USD	USD	EUR	JPY	GBP	Other currencies in equivalent USD	Total of Net Long Positions (Eqv USD)	Total of Net Short Positions (Eqv USD)	
	1	2	3	4	5	6	7	8	9	10	11	12	13
I. Net position at the beginning of the day :													
A) i. Foreign currency assets (iia+ib+ic+id+ie)													
ia) Debit balances in Nostrro accounts as per local book													
ib) Investments													
ib1) BB clearing account													
ib2) Placement abroad													
ib3) Others													
ic) Cash holding													
id) Outward bills purchased													
ie) Others													
ii. Foreign currency liabilities (iia+ib+ic+id)													
iia) Credit balances in Nostrro accounts as per local book													
iib) Balances held on account of customers													
iib1) NFCD													
iib2) RECD													
iib3) ERQ													
iib4) FC Accounts													
iib5) FDD, TT, MT etc. payable													
iib6) Others													
iic) Back to back LC fund awaiting for remittance													
iid) Others													
iii. Net position of assets/liabilities (I.Ai-I.Aii)													
B) Forward against contract (Bi+Bi)													
Bi) Forward against contract with banks/corrs. abroad/OBU's													
Bii) Forward against contract with customers													
C) Contingent liabilities (C1+C2+C3+C4)													
C1) Letters of credit													
C2) Letters of guarantee													
C3) Acceptances given on behalf of customers													
C4) Others													
D) Overall position (A.i+ii+B) (Balance sheet +Off-Balance sheet)													
Additional Calculation													
Opening overall position in each currency (as per row 1.D of App. 49A)													
Conversion rate of USD per currency (last day)													
Opening overall position in equivalent USD													
Closing overall position in each currency (as per Row 7 of App. 49A)													
Conversion rate of USD per currency (today)													
Closing overall position in equivalent USD													
Closing overall position in each currency (as per Row 1.D of App. 49B)													
Closing overall position in equivalent USD (using today's conv. rate)													

Signature

Stamp with name, designation & phone no.

Office Seal

Date :

Name of the AD.....

SUMMARY OF UNRECONCILED NOSTRO ACCOUNT ENTRIES AS ON.....

(Amount in USD)

SI. No	Period of Un-reconciliation	As Per Local Book				As per Correspondents' Book			
		Debit Entries		Credit Entries		Debit Entries		Credit Entries	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount
01	Less than 1 month								
02	1 month or more but Less than 03 months								
03	03 month or more but less than 06 months								
04	06 months or more but less than 09 months								
05	09 months or more but less than 12 months								
06	12 months or more								
07	Total								
Date up-to which reconciliation (wash out) completed -all entries :									
Date up-to which reconciliation (wash out) completed -other than credit entries of local book and entries against which 100% provisions have been made:									

Note : Quarterly basis provisions are to be made for all debit entries (both as per local book and as per correspondents' book) remaining un-reconciled for 3 months or more (if any) by applying the rate as prescribed below :

SI. No.	Period of un-reconciliation	Percentage of provision
1	Less than 03 months	-
2	03 months or more but less than 06 months	10%
3	06 months or more but less than 09 months	20%
4	09 months or more but less than 12 months	50%
5	12 months or more	100%

Date :

Office Seal

Signature
Stamp with name, designation & phone no.



BANGLADESH BANK
STATISTICS DEPARTMENT

FORM ED-1

Deadline for submission : Within 1 month of approval

SUMMARY REPORT ON FOREIGN BORROWING AGREEMENT

GENERAL INFORMATION

1. Load ID (Provided by BB) :
2. Debtor's Name :
Address :
3. Creditor's Name :
Address :
4. Date of Agreement Signed :
5. Effective Date¹ :
6. Expiry Date of Effectiveness² :
7. Date of Drawing Limit :
8. No of Tranches :
9. Date of Authorization :
10. Loan Amount :
11. Authorised By :
12. Purpose of Loan :
13. Base Currency :
14. Public Guarantee : Yes No
15. Syndicated Loan * : Yes No

*If yes, please attach the list of creditors with their contribution to loan amount.

TRANCHE INFORMATION

16. Tranche Number³ :
17. Principal Repayment :
(Please attach the updated repayment schedule)
18. Information of interest
 - a) Rate of Interest :
 - b) Penalty Rate :
 - c) Calculation Start Date :
 - e) Payment Dates
 - i) Payment Start Date :
 - ii) Payment End Date :
 - iii) Periodicity :
 - d) Method of Calculation
 - i) Year⁴ :
 - ii) Month⁵ :
 - iii) Periodicity⁶ :
19. Commission Payment
 - For Regular Payment
 - a) Commission Type :
 - b) Rate/Amount :
 - c) Currency :
 - d) Calculation Start Date :
 - e) Calculation End Date :
 - f) Method of Calculation
 - g) Payment Dates
 - i) Payment Start Date :
 - ii) Payment End Date :
 - iii) Periodicity :
 - For One-time Payment
 - a) Commission Type :
 - b) Currency :
 - c) Payment Date :
 - d) Percentage/Amount :
20. Bank's Name & Address :

Notes :

1. The earliest date at which a drawing can be made.
2. The closing date for rendering the loan effective. After this date, the commitment of the creditor can be annulled.
3. For multiple tranches additional sheet should be used.
4. Options : 360 days; 364 days; 365 days; 366 days
5. Options : 30 days; Calender
6. Options : Annual; Semiannual; Quarterly; Monthly; Irregular

Signature:
Name :
Designation :
(Official seal)
Telephone No.:
Date :

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

BANGLADESH BANK/STATISTICS DEPARTMENT

STATUS REPORT ON SHORT-TERM EXTERNAL DEBT

STED Form

Reporting Month:

Name of the Bank:

Serial No.	Branch Name	Debtor Name	Instrument Classification*	Tradable Item (if trade)	Creditor Name	Creditor Type	Creditor Country	All in cost including other charges (percent per annum)	Interest Rate (Percent per annum)	Currency	Total Borrowing Amount	First Drawing/ Disbursement Date	Last Principal Payment Date	Maturity (in days)	Opening Position	Amount Drawn During the reporting month	Principal Paid during the reporting month	Interest paid during the reporting month	Any other fees & expenses paid during the reporting month	Overdue amount	Closing Position	LC No. (if trade credit) /Exp No.	Remarks		
1																									
2																									
3																									
4																									
5																									
6																									
7																									
8																									
9																									
10																									

* Instrument Classification : Currency and Deposit/Loan/Money Market Instruments/Trade Credit-Buyer's Credit (UPAS)/Trade Credit Supplier's Credit/Trade credit-Discounting of Export Bill in FC/Trade Credit-Other/other Debt Liability.

** Creditor Type : Affiliated Enterprises/Bilateral/Bonds and Notes Holders/Commercial Banks/Other Financial Institutions/Deposit-taking Corporations except the Central Banks creditors/Monetary/Money Marker Holders Authority/Multilateral Parent Company/Private Non-Financial Enterprise/Public Financial Institution/Public Non-Financial Institution/Other creditors

FORM FI - 1 : FOREIGN DIRECT INVESTMENT IN BANGLADESH

Form -1 (A) : General Information

Reporting Period:

FORM FI-1
(Revised)
With Effective From
01/01/2014

1. Name of the reporting enterprise/orgairization:-
2. Legal form of the enterprise (Please tick one box only):-
 Company incorporated in Bangladesh A branch of an enterprise incorporated abroad
 An unincorporated enterprise (Individual, sole trader) Unincorporated enterprise (partnership/joint venture)
3. Type of enterprise:- 100% Foreign Joint venture 100% Local
4. Is there any fellow enterprise of the reporting enterprise (Please tick one box only):- Yes No
4.1 If yes, specify the location of fellow enterprise (Please tick one box only):- Resident Non-resident
[If Non-resident report transactions and positions with fellow enterprise in Form 1(B) and Form 1(C)]
4.2 Specify the location of Common Parent (Please tick one box only):- Resident Non-resident Unknown
5. List names, countries & percentages of equity held by foreign direct investors:

Name of foreign direct investors	Country of foreign direct investors	Percentage of Equity
(a)	(a)	(a)%
(b)	(b)	(b)%
(c)	(c)	(c)%
6. Nature of major business activities conducted in Bangladesh:-
7. Date of Incorporation/Registration/Approval of the Enterprise :-
8. Date of Implementation of the Enterprise :-
9. Factory Location (If applicable) :-

10. Address for Correspondence :-

11. Machinery and Equipment Imported during the reporting period :-

Machinery and Equipment Imported	Date of Import	Value (Taka in Unit)	As Capital Contribution? Yes/No
(a) By Foreign Investor			
(b) By Local Investor			
(c) By the Company			

12. Total Foreign Equity Investment (as at the end of the reporting period) :-

(Taka in unit)

(Should be equal to the sum of closing positions of Equity Capital on page 3)

13. External Debt of the reporting enterprise (as at the end of the reporting period) :-

(Taka in unit)

(Should be equal to the sum of closing positions of instrument code no. 2,3,6,7,10 & 11 on page 3)

14. Total paid-up capital of the reporting enterprise (Taka in unit) :-

15. Total number of employee:-

a) Number of Foreign employee:-

b) Number of Local employee:-

16. Banker's Address :

16.1 Reporting Bank :-

16.2 Other Related Bank (s):-

(Counter Sign of Reporting Bank)

(Signature & Seal)

**FORM -1 (B) : CLAIMS ON NON-RESIDENT
REPORTING PERIOD:.....**

(Taka in Unit)

Instrument Type a	Product Code No. b	Country of Non resident c	Opening Position as on / / d	Change in Position						Closing Position as on / / k=d+g+h+i+j
				Transactions			Other Changes			
				Increase e	Decrease f	Net g = e - f	Changes due to Exchange rate h	Changes due to Price change i	Changes .due to other j	
I. CLAIMS ON FOREIGN DIRECT INVESTORS [ME COA Code- 2007]										
1. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(A) Sub Total										
2. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(B) Sub Total										
3. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(C) Sub Total										
4. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(D) Sub Total										
II. CLAIMS ON NON-RESIDENT FELLOW ENTERPRISE [ME COA Code- 2073]										
5. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(E) Sub Total										
6. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(F) Sub Total										
7. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(G) Sub Total										
8. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(H) Sub Total										
III. CLAIMS ON OTHER NON-RESIDENT [ME COA Code- 2008]										
9. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(I) Sub Total										
10. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(J) Sub Total										
11. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(K) Sub Total										
12. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(L) Sub Total										
TOTAL CLAIMS (A+B+C+D+E+F+G+H+I+J+K+L)										

**FORM -1 (C) : LIABILITIES TO NON-RESIDENT
REPORTING PERIOD:.....**

(Taka in Unit)

Instrument Type	Product Code No.	Country of Non resident	Opening Position as on / /	Change in Position						Closing Position as on
				Transactions			Other Changes			
a	b	c	d	Increase	Decrease	Net	Changes due to Exchange rate	Changes due to Price change	Changes due to Other	k=d+g+h+i+i
e	f	g=-e-f	h	i	j					
I. LIABILITIES TO FOREIGN DIRECT INVESTORS [ME COA Code- 1006]										
1. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(A) Sub Total										
2. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(B) Sub Total										
3. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(C) Sub Total										
4. Other Liabilities (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(D) Sub Total										
II. LIABILITIES TO NON-RESIDENT FELLOW ENTERPRIS [ME COA code- 1035]										
5. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(E) Sub Total										
6. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(F) Sub Total										
7. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(G) Sub Total										
8. Other Liabilities (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(H) Sub Total										
III. LIABILITIES TO OTHER NON-RESIDENT [ME COA Code- 1007]										
9. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(I) Sub Total										
10. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(J) Sub Total										
11. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(K) Sub Total										
12. Other Liabilities (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(L) Sub Total										
TOTAL LIABILITIES (A+B+C+D+E+F+G+H+I+J+K+L)										

**1(D): OPERATING PROFIT, NET INCOME AND REMITTANCES OF THE REPORTING ENTERPRISE
REPORTING PERIOD:**

TABLE-1: OPERATING PROFIT AND NET INCOME OF THE REPORTING ENTERPRISE

	ME COA Code No.	Total to all shareholders of the enterprise (Taka in Unit)	Share attributable to Foreign Direct Investors (%) (please specify country and percentage in the next Box)					
			Country	%	Country	%	Country	%
1. Profit/Loss before Tax	2151							
2. Tax due for payment	2152							
3. Net Profit/Loss after Tax (1-2)	2153							
4. Provision for Dividend	2154							
5. Provision for others (to be specified)	2155							
6. Reinvested Earnings (3-4-5)*	3001							

* Which equals to net transactions of product code no. 40104 of instrument No.-1 of Form-1 (C) on page 3.

Table-2: Inward remittances received by the reporting enterprise from abroad

Purpose of remittance	ME COA Code No.	Amount of Remittance (Taka in Unit)	Country from which remittance received by Bangladesh & Currency of transaction								
			Country	Currency of transaction	Amount		Country	Currency of transaction	Amount		
					In Transaction Currency	In BDT			In Transaction Currency	In BDT	
a) Equity Investment	2131										
b) Loan from Investor	2132										
c) Loan from other non-residents	2133										
d) Profits/Earnings	2122										
e) Dividends	2123										
f) Interests	2124										
g) Technical fees	2125										
h) Royalty fees	2126										
i) Consultancy fees	2127										
j) Repayment of loan principal	2129										
k) Capital repatriation	2130										
l) Others (to be specified)	2128										

Table-3: Outward remittances by the reporting enterprise to abroad

Purpose of remittance	ME COA Code No.	Amount of Remittance (Taka in Unit)	Remittance receiving country & Currency of transaction								
			Country	Currency of transaction	Amount		Country	Currency of transaction	Amount		
					In Transaction Currency	In BDT			In Transaction Currency	In BDT	
a) Equity Investment	2134										
b) Loan from Investor	2135										
c) Loan from other non-residents	2136										
d) Profits/Earnings	2100										
e) Dividends	2101										
f) Interests	2102										
g) Technical fees	2103										
h) Royalty fees	2104										
i) Consultancy fees	2105										
j) Repayment of loan principal	2137										
k) Capital repatriation	2138										
l) Others (to be specified)	2106										

Signature:-.....
 Name:-.....
 Designation: -.....
 (Official seal)
 Telephone No.:-.....
 Cell No:-.....
 e-mail address:-

(Counter Sign of Reporting Bank)

FORM F I-2 : BANGLADESHI INVESTMENT ABROAD

Note : FORM FI-2 seeks comprehensive information on investment by a resident entity of Bangladesh (reporting enterprise) in an entry (investment enterprise i.e. subsidiary, associate or branch) which is resident in a country other than Bangladesh. Reporting enterprises are requested to use forms (FORM FI-2) individually for investment in more than one investment enterprises.

FORM F I-2 : BANGLADESHI INVESTMENT ABROAD**Form-2 (A) : General Information****General Information on Reporting Enterprise**

1. Name of the reporting enterprise/organization :-
2. Legal form of the enterprise (Please tick one box only):-
 - Company incorporated in Bangladesh A branch of an enterprise incorporated abroad
 - An unincorporated enterprise (Individual, sole trader) Unincorporated enterprise (partnership/joint venture)
3. Nature of major business activities conducted in Bangladesh :-
4. Date of Implementation of the reporting enterprise :-
5. Address of the reporting enterprise for Correspondence:
6. Total paid-up capital of the reporting enterprise (Taka in unit):-

General Information on Investment Enterprise Abroad

1. Name of the investment enterprise abroad :-
2. Country of the investment enterprise :-.....
3. Percentage of equity held in investment enterprise abroad :%
4. Legal form of investment enterprise abroad (Please tick one box only):-
 - Company incorporated abroad A branch of an enterprise incorporated in Bangladesh
 - An unincorporated enterprise (Individual, sole trader) Unincorporated enterprise (partnership/joint venture)
5. Nature of major business activities of investment enterprise abroad:-
6. Date of Implementation of the investment enterprise abroad:.....
7. Address of the investment enterprise abroad :.....
8. Total Equity Investment in investment enterprise abroad (as at the end of reporting period):
 - (Taka in unit)
 - (Should be equal to the sum of Equity Capital of ME COA Code-2009 on page 2)
9. Total paid-up capital of the investment enterprise abroad (Taka in unit):-

General Information on Fellow Enterprise

1. Is there any fellow enterprise of the reporting enterprise (Please tick one box only):- Yes No
 - 1.1 If yes, specify the location of fellow enterprise (Please tick one box only):- Resident Non-resident
[If Non-resident, report transaction and positions with fellow enterprise in Form 2(B) and Form 2(C)]
 - 1.2 Specify the location of Common Parent (Please tick one box only):- Resident Non-resident
 Unknown

(Counter Sign of Reporting Bank)

(Signature & Seal)

Date :

Office Seal

Signature
Stamp with name, designation & phone no.

See Chapter 2

Para 26

APP. 55

**FORM – 2(B) : CLAIMS ON NON-RESIDENT
REPORTING PERIOD :**

Page- 2/4
(Taka in unit)

Instrument Type	Product Code No.	Country of Non-resident	Opening Position as on	Change in Position						Closing position as on
				Transactions			Other Changes			
a	b	c	d	Increase	Decrease	Net	Changes due to Exchange Rate	Changes due to Price change	Changes due to other	k
e	f	g	h	i	j					
I. CLAIMS ON INVESTMENT ENTERPRISE ABROAD [ME COA Code-2009]										
1. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earning/Retained Profit	40104									
e) Other Reserves	40105									
(A) Sub Total										
2. Short Term										
a) Loans	40201									
b) Total Credits										
i) Suppliers Credit	40203									
ii) Buyers' Credit	40204									
iii) Others	40205									
c) Other debts (to be specified)	40299									
(B) Sub Total										
3. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Suppliers' Credit	40303									
ii. Buyers' Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(C) Sub Total										
4. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(D) Sub Total										
II. CLAIMS ON NON-RESIDENT FELLOW INTERPRISE [ME COA Code-2074]										
1. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(E) Sub Total										
2. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(F) Sub Total										
3. Long Term										
a) Loan	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(G) Sub Total										
4. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(H) Sub Total										
4. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(I) Sub Total										
III. CLAIMS ON OTHER NON-RESIDENT [ME COA Code-2010]										
1. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(I) Sub Total										
2. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(J) Sub Total										
3. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(K) Sub Total										
4. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(L) Sub Total										
TOTAL CLAIMS (A+B+C+D+E+F+G+H+I+J+K+L)										

Note : Please use additional rows or sheets, if necessary

(Counter Sign of Reporting Bank)

**FORM – 2(C) : LIABILITIES TO NON-RESIDENT
REPORTING PERIOD :**

Instrument Type	Product Code No.	Country of Non-resident	Opening Position as on	Change in Position						Closing position as on
				Transactions			Other Changes			
a	b	c	d	Increase e	Decrease f	Net g	Changes due to Exchange rate h	Changes due to Price change i	Changes due to other j	k
I. LIABILITIES TO INVESTMENT ENTERPRISE ABROAD [ME COA Code-1008]										
1. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earning/Retained Profit	40104									
e) Other Reserves	40105									
(A) Sub Total										
2. Short Term										
a) Loans	40201									
b) Trade Credits										
i) Suppliers Credit	40203									
ii) Buyer's Credit	40204									
iii) Others	40205									
c) Other debts (to be specified)	40299									
(B) Sub Total										
3. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(C) Sub Total										
4. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(D) Sub Total										
II. LIABILITIES TO NON-RESIDENT FELLOW INTERPRISE [ME COA Code-1036]										
1. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Rein/vested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(E) Sub Total										
2. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(E) Sub Total										
3. Long Term										
a) Loan	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(G) Sub Total										
4. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(H) Sub Total										
4. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(H) Sub Total										
III. LIABILITIES TO OTHER NON-RESIDENT [ME COA Code-1009]										
1. Equity Capital										
a) Ordinary Shares	40101									
b) Revaluation & Capital Reserves	40102									
c) Share Money Deposits	40103									
d) Reinvested Earnings/Retained Profit	40104									
e) Other Reserves	40105									
(I) Sub Total										
2. Short Term										
a) Loans	40201									
b) Trade Credits										
i. Supplier's Credit	40203									
ii. Buyer's Credit	40204									
iii. Others	40205									
c) Other debts (to be specified)	40299									
(J) Sub Total										
3. Long Term										
a) Loans	40301									
b) Bonds and notes	40302									
c) Trade Credits										
i. Supplier's Credit	40303									
ii. Buyer's Credit	40304									
iii. Others	40305									
d) Other debts (to be specified)	40399									
(K) Sub Total										
4. Other Claims (to be specified)										
a) Currency and deposits	49901									
b) Others (to be specified)	49999									
(L) Sub Total										
TOTAL CLAIMS (A+B+C+D+E+F+G+H+I+J+K+L)										

Note : Please use additional rows or sheets, if necessary

(Counter Sign of Reporting Bank)

FORM – 2(D) : OPERATING PROFIT, NET INCOME AND REMITTANCES OF THE REPORTING ENTERPRISE
REPORTING PERIOD :

TABLE-1 : OPERATING PROFIT AND NET INCOME OF THE INVESTMENT ENTERPRISE ABROAD

	ME COA Code No.	Total to all shareholders of the enterprise (Taka in unit)	Share attributable to Foreign Direct Investors (%) (please specify country and percentage in the next box)							
			Country	%	Country	%	Country	%	Country	%
1. Profit/Loss before Tax	2151									
2. Tax due for payment	2152									
3. Net Profit/Loss after Tax (1-2)	2153									
4. Provision for Dividend	2154									
5. Provision for others (to be specified)	2155									
6. Reinvested Earnings (3-4-5)*	3001									

* Which equals to net transactions of product code no. 40104 of instrument No.-1 of Form-2 (B) on page-2

Table-2 : Inward remittances received by the reporting enterprise from investment enterprise abroad

Purpose of remittance	ME COA Code No.	Amount Remittance (Taka in Unit)	Country from which remittance received by Bangladesh & Currency of transaction								
			Country	Currency of transaction	Amount		Country	Currency of transaction	Amount		
					In Transaction Currency	In BDT			In Transaction Currency	In BDT	
a) Equity Investment	2131										
b) Loan from Investor	2132										
c) Loan from Investor	2133										
d) Profits/Earnings	2122										
e) Dividends	2123										
f) Interests	2124										
g) Technical Fees	2125										
h) Rotalty fees	2126										
i) Consultancy fees	2127										
j) Repayment of loan principal	2129										
k) Capital repatriation	2130										
l) Others (to be specified)	2128										

Table-3 : Outward remittances by the reporting enterprise to investment enterprise abroad

Purpose of remittance	ME COA Code No.	Amount Remittance (Taka in Unit)	Country from which remittance received by Bangladesh & Currency of transaction								
			Country	Currency of transaction	Amount		Country	Currency of transaction	Amount		
					In Transaction Currency	In BDT			In Transaction Currency	In BDT	
a) Equity Investment	2131										
b) Loan from Investor	2132										
c) Loan from Investor	2133										
d) Profits/Earnings	2122										
e) Dividends	2123										
f) Interests	2124										
g) Technical Fees	2125										
h) Rotalty fees	2126										
i) Consultancy fees	2127										
j) Repayment of loan principal	2129										
k) Capital repatriation	2130										
l) Others (to be specified)	2128										

Signature:
 Name:
 Designation:

(Official Seal)

Telephone No. :
 Cell No:
 e-mail address :

(Counter Sign of Reporting Bank)

**SURVEY ON PORTFOLIO INVESTMENT
IN EQUITIES AND DEBT SECURITIES**

SURVEY ON PORTFOLIO INVESTMENT IN EQUITIES AND DEBT SECURITIES

1. Name of the Reporting Bank/Institution (custodian/end-investor) :
2. Address for Correspondence :
3. Name of the Non-Resident Investor (Company /enterprise/Individual):
(Applicable for the custodian)
4. Country of Non-Resident Investor (Applicable for the custodian):
5. Date of Opening of Non-Resident Investors Taka Account (NITA):
(Applicable for the custodian)
6. Balance of NIT A (Applicable for the custodian):

(Taka in Unit)

Opening Balance as on DD/MM/YYYY	
Cash Credits during the period	
A. Direct Inward Remittance	
B. Transfer from FC A/C to NITA	
C. Sales Proceed: Purchase Price of Shares/Securities Sold and Credited back to NITA	
D. Sales Proceed: Capital gain/Loss Earned and Credited to NITA	
E. Income Proceed : Dividend/Interest earned	
F. Refund Warrant (IPO)	
G. Others	
Total Credits during the period	
* Balance Left in FC after Part/No transfer to NITA A/C (As on end period)	
Cash Debits during the period	
A. Purchase of Shares/Securities including Brokerage commission etc.	
B. Repatriation of Sales Proceed	
C. Repatriation of Income Proceed (dividend/interest)	
D. Repatriation of Unutilized Balance (if any)	
E. Transfer to FC A/C	
F. Incidental Expenses	
G. IPO Purchase	
H. Right Share	
I. Tax Payment	
J. Others	
Total Debits during the period	
Closing Balance as on DD/MM/YYYY	

Note : Please use one questionnaire for each account holder

*Will not be included in Cash Credits/Debits

PART-I : ASSETS (INVESTMENT IN OVERSEAS EQUITIES AND DEBT SECURITIES)
REPORTING PERIOD :

Security Type	Security Name	Economic Sector Code	Country of Issuer	Opening Position as on DD/MM/YYYY (Market Value)	Transactions during the period			Closing Position as on DD/MM/YYYY (Market Value)
					Purchase Value Including commission broker's	Sales		
						Sales Value excluding brokers' commission	Gain (Loss)	
i	ii	iii	iv	v	vi	vii	viii	ix
1. Equity								
a) Ordinary Share								
b) Share Money Deposit								
(A) Sub-Total								
2. Debt Securities								
a) Short-term								
b) Long-term								
(B) Sub-Total								
Total (A+B)								

PART-II : LIABILITIES (NON-RESIDENTS' INVESTMENT IN EQUITIES AND DEBT SECURITIES)
REPORTING PERIOD :

Security Type	Security Name	Economic Sector Code	Opening Position as on DD/MM/YYYY (Market Value)	Transactions during the period			Closing Position as on DD/MM/YYYY (Market Value)
				Purchase Value Including brokers' commission	Sales		
					Sales Value excluding brokers' commission	Gain (Loss)	
i	ii	iii	iv	v	vi	vii	viii
1. Equity							
a) Ordinary Share							
b) Share Money Deposit							
(A) Sub-Total							
2. Debt Securities							
a) Short-term							
b) Long-term							
(B) Sub-Total							
Total (A+B)							

Note : Please use additional sheets, if necessary

Signature :
Name :
Designation :
(Official Seal)
Telephone No. :
Date : / /

LIST OF NON-RESIDENT INVESTORS HAVING NITA (NON RESIDENT INVESTORS' TAKA ACCOUNT)

Name of Bank (Reporting Bank):

Period:

Name of Non-resident Investor	Type of Non-resident investor ¹	Date of Opening NITA	NITA A/C Number	Country	Name and Address of Reporting Bank

Note : 1 Individual (Non-resident)/Individual (NRB)/Institution

Name of the Bank :

Reporting Month :

Year :

MONTHLY STATEMENT OF INWARD REMITTANCE (IR)

Sl. No	Branch Name	AD Code	No. of IR Online Entries		Amount (in Mil USD with 2 decimal places)		
			NWR Entries	C-Form Issued	NWR	WR	TIR

Note : NWR = Non-wage remittance, WR = Wage Earners Remittance, TIR = Total Inward Remittance.

Signature of the bank official :

Name of the bank official :

Designation :

Phone : Land :.....Cell :.....

E-mail :

Name of the Bank :

Reporting Month :

Year :

MONTHLY STATEMENT OF OUTWARD REMITTANCE

Sl. No	Branch Name	AD Code	No. of TM Entries		Amount (in Mil USD with 2 decimal places)		
			Online TM	TM from IMP	Funded from Customers' FC/ERQ A/Cs	Funded by Bank Source	Total Inward Remittance

Signature of the bank official :

Name of the bank official :

Designation :

Phone : Land :Cell :

E-mail :

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