



**Department of Off-site Supervision
Bangladesh Bank
Head Office
Dhaka**

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DOS Circular No. 05

Date: 29 Ashar, 1417
13 July, 2010

**Chief Executive Officers
All scheduled banks operating in Bangladesh**

Dear Sir

Online submission of Weekly Statement of Position

Please refer to the DBOD Circular No. 01, dated 01-01-2003, where instructions issued to banks related to submission of weekly statement of position through DB-1 format. As part of the ongoing automation in Bangladesh Bank, the format has been redesigned by incorporating necessary changes and it has been decided that henceforth banks shall submit the information directly through online. In terms of Article 36(3) of the Bangladesh Bank Order, 1972 the following guidelines have to be followed:

- 2) The existing format for weekly statement of position i.e., DB-1 will be replaced by **DOS WR-01(Excel format attached)** where other instructions issued in the above circular will remain same.
- 3) All scheduled banks will upload duly filled softcopy in Excel format through BB homepage under the menu *Web Upload*. Hardcopy of the same signed by two responsible officials along with a forwarding letter signed by Chief Financial Officer (CFO) or equivalent must be submitted to the Department of Off-site Supervision (DOS) within 03(three) working days of the reporting Thursday.
- 4) The segregated data on Islamic banking branches will have to be reported along with existing practice of consolidated reporting (Conventional plus Islami shahriah based) in weekly statement of position as furnished in the Excel format.
- 5) Two additional statements as of 30 June and 31 December must be submitted every year in the same format excepting year end day happens to be Thursday.
- 6) If any bank fails to submit the returns within the directed period of time and in any return wilfully or recklessly makes a statement false or omits to state a material particular shall be punishable with fine as laid down in the Article 36(6) and 36(7) of the Bangladesh Bank Order, 1972 respectively.
- 7) Reporting in the new format will be effective from the weekend as of 5 August 2010.

Meanwhile, you are requested to bring the matter to the notice of all concerned at your end.

Please acknowledge receipt.

Enclosure: As above.

Yours sincerely,

Sd/-
(Sultan Ahmed)
General Manager
Phone- 7120376

**WEEKLY STATEMENT OF POSITION (i.e. THURSDAY POSITION)
OF SCHEDULED BANKS IN BANGLADESH**

NAME OF THE BANK

DATE [dd/mm/yyyy]	
BANK CODE	

(Figure in Thousand BDT)

ITEM DESCRIPTION	Item Code	Consolidated Data (Conventional+Islami shahriah)				Only Islami Shahriah based banking data			
		TOTAL	Govt. Sector	Other Public Sector	Private Sector	TOTAL (Islami shariah based)	Govt. Sector	Other Public Sector	Private Sector
<u>LIABILITIES</u>		1=2+3+4	2	3	4	1=2+3+4	2	3	4
1. DEMAND LIABILITIES IN BANGLADESH									
i) Deposits (General)	001								
ii) Deposits from Banks	002								
iii) Borrowing from Banks	003								
iv) Borrowing from NBFIs	004								
v) Other Demand Liabilities	005								
2. TIME LIABILITIES IN BANGLADESH									
i) Deposits (General)	011								
ii) Deposits from Banks	012								
iii) Borrowing from Banks	013								
iv) Other Time Liabilities	014								
3. BORROWING FROM THE BANGLADESH BANK (IN LOCAL CURRENCY)									
i) Against usance Bill	021								
ii) Against Promissory Notes	022								
iii) Against Approved Securities	023								
iv) Other Borrowings (a+b+c+d+e)	024								
a) Re-finance	025								
b) Re-Discount	026								
c) Repo of Treasury Bill	027								
d) Rural Housing	028								
e) Others	029								
4. BORROWING FROM THE BANGLADESH BANK (IN FOREIGN CURRENCY)									
i) Against Counter Finance	161								
ii) Against FC Loan (EDF)	162								
iii) Against ADB/IDB Loan	163								
ITEM DESCRIPTION	Item Code	Total Amount	Govt. Sector	Other Public Sector	Private Sector	Total Amount	Govt. Sector	Other Public Sector	Private Sector
<u>ASSETS</u>		1=2+3+4	2	3	4	1=2+3+4	2	3	4
1. CASH IN HAND									
i) Bangladesh Bank Notes (a+b+c+d+e+f+g)	101					0			
a) Taka 5 Notes/Coins									
b) Taka 10 Notes									
c) Taka 20 Notes									
d) Taka 50 Notes									
e) Taka 100 Notes									
f) Taka 500 Notes									
g) Taka 1000 Notes									
ii) Bangladesh One Taka+Two Taka Notes/Coins	102								
iii) Bangladesh Subsidiary Coins (upto nearest Taka)	103								
iv) Foreign Currency in hand eqv. BDT	104								
2. BALANCE WITH BANGLADESH BANK									
i) Principal Office	111								
ii) Other Offices and Branches	112								
iii) Foreign Currency Clearing A/C	113								
BALANCES WITH OTHER BANKS IN BANGLADESH (In current account)									
i) Sonali Bank (as agent of BB)	121								
ii) Other Banks (including Sonali Bank Ltd.)	122								
4. MONEY AT CALL AND SHORT NOTICE IN BANGLADESH									
	130								
5. INVESTMENT IN SECURITIES (In Book Value)									
			Govt. Sector	Other Public Sector	Private Sector				
i) APPROVED SECURITIES									
a) In Bangladesh Govt. Treasury Bill, Bangladesh Bank Bill, Treasury Bond, Islamic Bond, Prize Bond, Income Tax bond etc.	141								
b) In Approved Securities in Bangladesh	142								
ii) IN OTHERS									
iii) Less: LIEN AGAINST APPROVED SECURITIES (if any)	171								
6. CREDIT PROVIDED IN BANGLADESH									
i) Advances except those to other Banks	151								
ii) Advances to other Banks	152								
iii) Inland Bill purchased and discounted in Bangladesh	153								
iv) Foreign Bill purchased and discounted in Bangladesh	154								

Number of Reporting Branches (Total Consolidated)			Number of Reporting Branches (Islami Shahriah banking)		

Signature _____
 Name _____
 Designation _____
 Telephone (D) _____
 Mobile No. _____
 Fax _____
 e-mail _____
 website _____

Signature _____
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 Designation _____
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