

Instructions to submit the Other Corporate Activities or Services Report (PF03)

This request for information must be submitted quarterly. The reporting dates will be the last day of each quarter. The information must be submitted to the Superintendency of Banks of Panama within the first ten (10) business days following the cut-off date of each quarter.

No.	Field/box	Description	Format	Remarks
1	Date	The cut-off date of each reporting period.	YYYYMMDD	Do not leave blank spaces or insert null values.
2	Trust Service Provider Code	The entity code assigned by the SBP.	3-character text	Do not leave blank spaces or insert null values.
3	Offered services	Any other corporate activity or service offered by the trust service provider, other than the trust business, according to the provisions of Article 20 of Law 21, dated 10 th May 2017.	2-character text	Valid code from Table FD10 Insert 'NR' if there is nothing to report in the Other Activities Report. In the case of code 15 from Table FD10 ' Any other complementary activity that has been approved by means of a Resolution issued by the Superintendency, ' send the resolution that authorizes said activity via email at soporte@superbancos.gob.pa , Attn: Trust AML Department for our records.
4	Quantity of clients	The number of clients the trust service provider has by type of corporate service offered.	Integer greater than or equal to zero	Number greater than or equal to zero.
5	Type of client	The type of person according to classification.	2-character text	Insert the following values: 01 – Individual 02 – Legal person
6	Country of nationality	The code of the country of nationality of the individual or country of incorporation of the legal person.	3-character text	Valid code from Table SB03.

TRANSLATION

No.	Field/box	Description	Format	Remarks
7	PEP	The clients that meet the provisions of Article 4(18) of Law 23, dated 27 th April 2015.	2-character text	Insert the following values: 01 – PEP client 02 – Non-PEP client
8	Risk level	The client's risk level determined by the entity.	2-character text	Insert the following values: 01 – High risk 02 – Medium risk 03 – Low risk
9	Requires administration	Insert if, in the contract, the client requires the administration service to be rendered by the trust service provider.	2-character text	Insert the following values: 01 – if the client requires this service 02 – if the client does not require this service.
10	Requires wire transfers	Insert if, the in the contract, the client requires the trust service provider to send or receive wire transfers .	2-character text	Insert the following values: 01 – if the client requires this service 02 – if the client does not require this service.
11	Requires payment	Insert if, in the contract, the client requires the trust service provider to make deposits or payments .	2-character text	Insert the following values: 01 – if the client requires this service 02 – if the client does not require this service.
12	Current amount	The total amount in US dollars of the assets in trust as of the cut-off date of the period.	Numeric with 2 decimals	Numbers with 2 decimals (in USD).
13	Generated fee	The total amount in US dollars of the fees	Numeric with 2 decimals	Numbers with 2 decimals (in USD).