# Republic of Panama Superintendency of Banks

#### GENERAL RESOLUTION SBP-RG-0005-2012

(dated 30 March 2012)

#### THE SUPERINTENDENT OF BANKS,

in use of his legal powers, and

#### **CONSIDERING:**

That after promulgation of Decree Law 2 dated 22 February 2008, the Executive branch reordered the provisions of Decree Law 9 dated 26 February 1998 and all subsequent modifications in proper sequence as a single text approved by Executive Decree 52 dated 30 April 2008, hereinafter referred to as the Banking Law;

That pursuant to article 6 of the Banking Law, it is the duty of the Superintendency to ensure that banks maintain liquidity and solvency ratios adequate the discharge of their obligations, as well as adequate procedures for the supervision and control of their national and international activities by the Superintendency, in close collaboration with Foreign Supervisory Entities, if such were the case;

That according to article 91 of the Banking Law, it is the duty of the Superintendency to set the period and format for the submission of reports to the Superintendency of Banks;

That in accordance with the provisions of paragraph 14 of article 16 of the Banking Law, among the technical duties of the Superintendent is to establish prevention programs to allow full cognizance of the financial condition of a bank, as well as the verification of the truthfulness of the information submitted by banks to the Superintendency;

That the need and advisability of updating the information requirements referred to in General Resolution 2-2009 dated 28 October 2009, as well as, repealing the cited Resolution, has been pointed out in the working sessions of the Superintendency.

#### **RESOLVES:**

# ARTICLE 1: CONTENTS, FORMAT AND FREQUENCY FOR THE SUBMITTAL OF INFORMATION TO THE SUPERINTENDENCY. The banks shall submit to the Superintendency the information referred to in:

| Code | Description        | Issuer   | Contents   | Frequency   | Format | Quantity to be Submitted | Remarks  |
|------|--------------------|--|--|---|--------|--------------------------|--|
| AT01 | Accounting<br>Atom | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks | Account detail for<br>the Financial<br>Balance Sheet<br>Statement, Income<br>Statement and Off-<br>balance Sheet<br>Operations in<br>accordance with<br>the Single Account<br>Plan (SAP) of the<br>Superintendency | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1                        | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Paragraph 1 of Article 91 of the Banking Law. |

Page 2 of 9 General Resolution No. SBP-RG-0005-2012

| AT02 | Deposits<br>Atom                    | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks                         | Detail of the<br>deposits registered<br>by the Bank in its<br>books  | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Article 93 of the Banking Law; Circular No. 47-2007   |
|------|-------------------------------------|--|--|---|--------|---|--|
| AT03 | Credit Atom                         | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks                         | Detailed<br>information on the<br>Bank's Loan<br>Portfolio   | Monthly,<br>within the<br>first (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported     | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Paragraph 2 of Article 91 of Banking Law; Rule No. 6-2000, amended by Rules No. 5-2002 and No. 4-2003.  |
| AT04 | Acquired<br>Assets Atom             | State-owned Banks, General License Banks and International License Banks, as provided for in Rule No. 3-2009 | Banks must submit the details of acquired assets in payment for pending credits that Bank registers on its books.  This notification must be made once the award is duly filed with the Public Registry. The Bank shall keep the documentation in its files at the disposal of the Superintendency | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Article 101 of the Banking Law; Rule No. 3-2009; Circulars No. 25-2009 and No. 47-2009.   |
| AT05 | Bank General<br>Information<br>Atom | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks                         | Bank general information   | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Paragraph 3 of Article 91 of the Banking Law; Rule No. 8-2000, amended by Rule No. 10-2000; Circulars No. 36-2004, No. 37-2005, No. 20-2006, No. 41-2007, No. 45-2010, No. 37-2011; Form SB-OC-1.           |
| AT06 | Investment<br>Instruments<br>Atom   | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks                         | Detailed information on the investments the bank registers on its books (classification, provisions, etc.)   | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted as of the closure of March 2012, in accordance with the framework established by the Superintendency and the provisions of Circular No. 89-2011.  Reference: Paragraph 2 of article 91 of the Banking Law, Rule No. 7-2000 amended by Rules No. 1-2001 and No. 5-2002, Circular No. 89-2011. |
| AT07 | Monthly<br>Liquidity<br>Atom        | State-owned Banks, General License Banks and International License Banks                                     | Items included in<br>the bank's financial<br>liquidity   | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Articles 73 and 77 of the Banking Law and Rule No. 4-2008, amended by Rules No. 10-2009 and No. 02-2011.  |
| AT08 | Monthly Cash<br>Atom                | State-owned Banks, General License Banks and International License Banks                                     | Statement of the<br>Bank's monthly<br>cash movements   | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Article 91 of the Banking Law; Rule No. 12-2005, amended by Rule No. 8-2006; Circular No. 23-2006.  |

Page 3 of 9 General Resolution No. SBP-RG-0005-2012

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|-------|---|---|---|---|--------|---|--|
| AT09  | Interest Rate<br>Atom                         | State-owned Banks, General License Banks and International License Banks  | Reports the balances, due dates and earnings/costs of productive assets, debts that generate costs and contingency accounts | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: General Resolution No. 2-2000, amended by General Resolution No. 4-2000.  |
| AT10  | Liquidity<br>Atom                             | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks  | Items included in<br>the bank's legal<br>liquidity  | Weekly, at<br>the closing of<br>every Friday<br>with a<br>Sunday<br>reporting<br>deadline                             | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Chapter VI of Title III of the Banking Law; Rule No. 4-2008, amended by Rules No. 10-2009 and No. 2-2011; Circulars No. 6-2006, No. 19-2009 and No. 2006. |
| ATII  | Weekly Cash<br>Atom                           | State-owned Banks, General License Banks and International License Banks  | Weekly cash<br>movements  | Weekly, at<br>the closing of<br>every Sunday<br>with a<br>Wednesday<br>reporting<br>deadline                          | ITBANK | 1 | 2009 and No. 10-2010.  The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Article 91 of the Banking Law; Rule No. 12-2005, amended by Rule No. 8-2006 and Circular No. 23-2006.                              |
| AT12  | Collateral<br>Atom                            | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks  | Detailed<br>information on<br>collateral  | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Article 91 of the Banking Law; Circulars No. 27-2009 and No. 12-2010.   |
| AT13  | Bank Holding<br>Companies                     | Bank holding<br>companies<br>consolidating<br>operations with a<br>Holding<br>established within<br>the Republic of<br>Panama | Consolidated financial statement, consolidated statement of overall profits and consolidated statement of changes in equity | Quarterly,<br>within sixty<br>calendar days<br>following the<br>closure of the<br>respective<br>quarter               | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.   |
| AT14  | Financial<br>Atom of<br>Currency<br>Positions | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks  | Specify currency positions and value  | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Circular No. 47-2011.   |
| AT15  | Investment<br>Instruments<br>Atom             | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks  | Detailed information on the investments on the bank's books (classification, provisions, etc.)                              | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Paragraph 2 of article 91 of the Banking Law, Rule No. 7-2000 amended by Rules No. 1-2001 and No. 5-2002, Circular No. 89-2011.                           |
| BAN01 | Table of<br>Branch<br>offices                 | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks  | Details of the<br>bank's branch<br>offices  | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Article 91 of the Banking Law; Circular No. 20-2006.  |
| BAN02 | Table of<br>Subsidiaries                      | State-owned Banks, General License Banks and International License Banks  | Consolidated Balance Statement and Income Statement of the banks (Consolidation Sheet)                                      | Monthly,<br>within thirty<br>(30) calendar<br>days<br>following the<br>month to be<br>reported                        | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Circulars No. 5-2006, No. 26-2007 and No. 29-2007.  |

Page 4 of 9 General Resolution No. SBP-RG-0005-2012

| BAN03 | Table of<br>Economic<br>Groups and<br>Related<br>Parties     | Entities according to the provisions of Rule No. 6-2009 and the Subsidiaries or Branches of Foreign Banks for which the Superintendency is the host supervisor  | Information on the Economic Banking Group, private banking and parties and related to the bank  | Quarterly,<br>within thirty<br>(30) calendar<br>days after the<br>respective<br>quarter is<br>over                      | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Articles 86, 95, 96 and 98 of the Banking Law; Rule No. 6-2009; Circulars No. 56-2000, No. 15-2004 and No. 15-2010. |
|-------|--|---|---|---|--------|---|--|
| BAN04 | Table of<br>Lending and<br>Deposit Rates                     | State-owned<br>Banks and<br>General License<br>Banks  | Established interest<br>rates (nominal, not<br>average) by credit<br>sectors and terms<br>for time deposits                                       | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported   | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Paragraph 3 of Article 91 of the Banking Law; Circular No. 45-2002.   |
| BAN05 | Table of<br>Capital<br>Adequacy                              | State-owned Banks, General License Banks and International License Banks for which the Superintendency of Banks of Panama is home supervisor.  The branches of Foreign Banks holding General Licenses, Foreign Subsidiaries holding International Licenses of Foreign Banks holding International Licenses of Foreign Banks holding International Licenses of Foreign Banks holding International License should not file this report | The bank's Risk-weighted assets and consolidated equity   | Quarterly,<br>within thirty<br>(30) calendar<br>days after the<br>relevant<br>quarter is<br>over                        | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Rule No. 5-2008, amended by Rule No. 4-2009; Circular No. 37-2006.  |
| BAN06 | Table of Off-<br>balance<br>Operations                       | State-owned Banks, General License Banks and International License Banks  | Classification and<br>provisions of Off-<br>balance operations<br>(specifically<br>Contingent<br>Operations)                                      | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported   | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Rule No. 6-2002.  |
| BAN07 | Assets<br>acquired by<br>the bank and<br>its<br>Subsidiaries | State-owned Banks, General License Banks, International License Banks, as provided for in Rule No. 3-2009.  Banks will report for their Subsidiaries.   | Acquisition of real property in payment for insolvent loans, in any method, within thirty (30) days following registration in the Public Registry | Monthly,<br>within thirty<br>(30) calendar<br>days<br>following of<br>the month<br>after the<br>month to be<br>reported | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Article 101 of the Banking Law; Rule No. 3-2009; Circulars No. 25-2009 and No. 47-2009.                             |
| BAN09 | Derivatives  | State-owned<br>Banks, General<br>License banks<br>and International<br>License Banks  | Detailed<br>information on<br>derivatives on the<br>bank's books  | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported   | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Circular No. 90-2011.   |
| EVAP  | Framework of<br>Past Due<br>Assets and<br>Liabilities        | State-Owned and<br>General License<br>Banks   | Detail of past due<br>assets and<br>liabilities making<br>up the liquidity<br>portfolio   | Weekly, at<br>the closing of<br>every Friday<br>with a<br>Sunday<br>reporting<br>deadline                               | ITBANK | 1 | The information must be submitted in accordance with the framework established by the Superintendency.  Reference: Paragraph 3 of Article 76, Articles 91 and 93 of the Banking Law; Circulars No. 60-2008 and No. 10-2010.            |

Page 5 of 9 General Resolution No. SBP-RG-0005-2012

| ADECAP   | Capital Adequacy (Annual Certification)   | The branches of Foreign Banks holding General Licenses and International Licenses Banks subject to host supervision must submit an Annual Certification | Certification given<br>by the Supervisory<br>Body's or Parent<br>Company's<br>External Auditors                                   | Annually,<br>within three<br>(3) months<br>following the<br>closure of the<br>bank's fiscal<br>year   | Printed | 1 | Reference: Rule No. 5-2008.   |
|----------|---|---|---|---|---------|---|---|
| EFA      | Audited Financial<br>Statements   | State-owned Banks, General License Banks and International License Banks  | Audited financial statements with their respective explanatory notes and affidavits pursuant to the provisions of Rule No. 1-2010 | Annually,<br>within three<br>(3) months<br>following the<br>closure of the<br>bank's fiscal<br>year   | Printed | 2 | Reference: Article 87 of the Banking Law and Rule No. 1-2010.   |
| EFS      | Reviewed/Audited<br>Semi-annual<br>Comparative<br>Financial<br>Statements of<br>Economic Groups | State-owned<br>Banks, General<br>License banks<br>and International<br>License Banks  | Reviewed/Audited<br>Financial<br>Statements with<br>their respective<br>explanatory notes   | In the case of Reviewed Statements, Semi-annually, sixty (60) calendar days following the closure of the semester.  In the case of Audited Statements, Semi-annually, ninety (90) calendar days following the end of the bank's fiscal period | Printed | 2 | The semi-annual Financial Statement not matching with the fiscal closure must be submitted unaudited with the reviewed opinion of the Holding Company's audit firm.  The branches of Foreign General and International License Banks must submit the consolidated Financial Statements of their Parent Companies.  Reference: Article 86 of the Banking Law and Circular No. 14-2001.   |
| EFT      | Unaudited<br>Quarterly<br>Consolidated<br>Financial<br>Statements of the<br>bank                | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks  | Interim<br>consolidated<br>financial<br>statements with<br>their respective<br>explanatory notes                                  | Quarterly,<br>within thirty<br>(30) calendar<br>days<br>following the<br>end of each<br>quarter   | Printed | 2 | If the bank does not consolidate reports, it must submit the financial statements of the bank in Panama.  Articles 89 and 90 of the Banking Law.  This shall be submitted in accordance with Circulars No. 30-2001 and No. 32-2003 and must include consolidated forms A, B, C, D, E, and F; Circulars No. 64-2000 and No. 4-2005.  |
| SB-CAP-A | Form "A"  | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks  | Report on the maturity profile of the credit portfolio by type of loan and compliance with payment                                | Quarterly,<br>within thirty<br>(30) calendar<br>days<br>following the<br>end of each<br>quarter   | Printed | 1 | The bank must not submit this form if the information that must be registered is already included in the notes of the interim (EFT) and audited (EFA) financial statements.  If the information concerning the end of the fiscal period is not included in the notes of the audited financial statements (EFA), then this form must be submitted signed and approved by the audit firm.  Reference: Circulars No. 64-2000, No. 30-2001 and No. 32-2003. |

Page 6 of 9 General Resolution No. SBP-RG-0005-2012

| SB-CAP-B | Form "B" | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks | Report on the maturity profile of current loans according to the remaining contracted period                   | Quarterly,<br>within thirty<br>(30) calendar<br>days<br>following the<br>end of each<br>quarter | Printed | 1 | The bank must not submit this form if the information that must be registered is already included in the notes of the quarterly interim (EFT) and audited (EFA) financial statements.  If the information concerning the end of the fiscal period is not included in the notes of the audited financial statements (EFA), then this form must be submitted signed and approved by the audit firm.  Reference: Circulars No. 64-2000, No. 30-2001 and No. 32-2003. |
|----------|----------|--|--|---|---------|---|---|
| SB-CAP-C | Form "C" | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks | Report on the age of the past due portfolio  | Quarterly,<br>within thirty<br>(30) calendar<br>days<br>following the<br>end of each<br>quarter | Printed | 1 | The bank must not submit this form if the information that must be registered is already included in the notes of the quarterly interim (EFT) and audited (EFA) financial statements.  If the information concerning the end of the fiscal period is not included in the notes of the audited financial statements (EFA), then this form must be submitted signed and approved by the audit firm.  Reference: Circulars No. 64-2000, No. 30-2001 and No. 32-2003. |
| SB-CAP-D | Form "D" | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks | Report on the loan<br>portfolio by type<br>and classification<br>category                                      | Quarterly,<br>within thirty<br>(30) calendar<br>days<br>following the<br>end of each<br>quarter | Printed | 1 | The bank must not submit this form if the information that must be registered is already included in the notes of the quarterly interim (EFT) and audited (EFA) financial statements.  If the information concerning the end of the fiscal period is not included in the notes of the audited financial statements (EFA), then this form must be submitted signed and approved by the audit firm.  Reference: Circulars No. 64-2000, No. 30-2001 and No. 32-2003. |
| SB-CAP-E | Form "E" | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks | Report on the detail<br>of provisions, by<br>type and<br>classification<br>category of the<br>credit portfolio | Quarterly,<br>within thirty<br>(30) calendar<br>days<br>following the<br>end of each<br>quarter | Printed | 1 | The bank must not submit this form if the information that must be registered is already included in the notes of the quarterly interim (EFT) and audited (EFA) financial statements.  If the information concerning the end of the fiscal period is not included in the notes of the audited financial statements (EFA), then this form must be submitted signed and approved by the audit firm.  Reference: Circulars No. 64-2000, No. 30-2001 and No. 32-2003. |

Page 7 of 9 General Resolution No. SBP-RG-0005-2012

| SB-CAP-F   | Form "F"  | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks   | Control of loans<br>over 90 days in<br>arrears  | Quarterly,<br>within thirty<br>(30) calendar<br>days<br>following the<br>end of each<br>quarter                       | Printed | 1 | The bank must not submit this form if the information that must be registered is already included in the notes of the quarterly interim (EFT) and audited (EFA) financial statements.  If the information concerning the end of the fiscal period is not included in the notes of the audited financial statements (EFA), then this form must be submitted signed and approved by the audit firm.  Reference: Circulars No. 64-2000, No. 30-2001 and No. 32-2003. |
|------------|---|--|---|---|---------|---|---|
| OFAC List  | Certification<br>of the<br>Revision of<br>OFAC List                                 | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks   | Proof of the Bank's<br>monthly revision of<br>the OFAC Internet<br>site   | Monthly,<br>within the<br>first ten (10)<br>business days<br>of the month<br>following the<br>month to be<br>reported | E-mail  | 1 | Reference: Circular No. 13-2002.  |
| SBP-DAE-01 | Notice of the<br>Bank's<br>Contracting<br>of External<br>Auditors                   | State-owned Banks, General License Banks, International License Banks and holding companies of banking groups for which the Superintendency is the home supervisor | Name of the appointed External Auditing Firm  | Within seven<br>(7) calendar<br>days<br>following the<br>appointment  | Printed | 1 | Reference: Rules No. 4-2010<br>and No. 9-2010; Circulars No.<br>67-2010 and No. 29-2012.  |
| SBP-DAE-02 | Detailed<br>information<br>on the Bank's<br>External<br>Audit Team                  | State-owned Banks, General License Banks, International License Banks and holding companies of banking groups for which the Superintendency is the home supervisor | Name of the external auditors and detail of members of the audit team, as well as any other changes to the team   | Within sixty (60) days prior to the beginning of the annual audit   | Printed | 1 | Reference: Rules No. 4-2010 and No. 9-2010; Circular No. 29-2012.   |
| IRM        | Report of the<br>External<br>Auditors on<br>the Internal<br>Control-<br>Market Risk | State-owned Banks, General License Banks and International License Banks   | Report of the<br>external auditors<br>on the internal<br>control – Market<br>Risk   | Annually,<br>within three<br>months<br>following the<br>concerning<br>end of the<br>bank's fiscal<br>year             | Printed | 1 | Reference: Rule No. 5-2001.   |
| IEA        | Report of the<br>External<br>Auditors   | State-owned Banks, General License Banks and International License Banks   | Report of the external auditors pursuant to Art. 9 of Rule No. 4-2010   | Annually,<br>within three<br>months<br>following the<br>concerning<br>end of the<br>bank's fiscal<br>year             | Printed | 1 | Reference: Article 87 of the Banking Law; Article 9 of Rule No. 4-2010. General Resolution No. 001-2011.  |
| CGAE       | Letter to Top<br>Management<br>issued by the<br>External<br>Auditors                | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks   | Letter to Top Management issued by its external auditors, copy of the action plan with corrective measures, representation letter and copy of the audit discrepancy sheet | Annually,<br>one-hundred<br>twenty days<br>following the<br>end of the<br>bank's fiscal<br>year                       | Printed | 1 | Reference: Rule No. 4-2010;<br>Circular No. 41-2011.  |

Page 8 of 9 General Resolution No. SBP-RG-0005-2012

|         |  | <u> </u>  | Accounts and   | Ouarterly,  |         |   |   |
|---------|--|---|--|---|---------|---|---|
| SB-CUIN | Report on<br>Dormant<br>Accounts and<br>Securities         | State-owned Banks, General License Banks and International License Banks  | securities that have<br>been inactive for<br>over 5 years<br>belonging to clients<br>whose whereabouts<br>are unknown  | within ten (10) business days following the end of each quarter   | Printed | 1 | Reference: Article 215 of the Banking Law; Circular No. 39-2004, Rule No. 5-2009.               |
| IF01    | CAS<br>(Complaints<br>Attention<br>System)<br>Claims       | State-owned<br>Banks, General<br>License Banks  | Claims received<br>and handled by<br>CAS   | Quarterly,<br>within ten<br>(10) business<br>days<br>following the<br>end of each<br>quarter                        | ITBANK  | 1 | Reference: Chapter IV of Title VI of the Banking Law; Rule No. 3-2008 and Circular No. 20-2010. |
| CCR     | Contracting<br>of Credit Risk<br>Rating<br>Agencies        | New General<br>License or<br>International<br>License Banks   | Notice of the<br>Contracting of the<br>desired Credit Risk<br>Rating Agency,<br>with the prior<br>approval of the<br>Board of Directors  | 30 days<br>following<br>approval by<br>the Board of<br>Directors  | Printed | 1 | Reference: Rule No. 2-2010, amended by Rule No. 6-2010.   |
| CDR     | Credit Risk<br>Rating                                      | Stated-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks                                       | Copy of the Credit Risk Rating published in a newspaper with nationwide circulation  | Within five<br>days<br>following the<br>publication   | Printed | 1 | Reference: Rule No. 2-2010,<br>Circulars No. 25-2010 and No.<br>45-2011.                        |
| LGP     | Ovarall Loss<br>Limit                                      | State-owned Banks, General License Banks and International License Banks  | Maximum cumulative limit for realized and unrealized net losses in the investment portfolio and secured liabilities portfolio  | Annually,<br>within thirty<br>days<br>following the<br>end of the<br>bank's fiscal<br>year                          | Printed | 1 | Reference: Rule No. 5-2001;<br>Circular no. 58-2008.  |
| CDC     | Compliance<br>Certification                                | State-owned Banks, General License Banks and International License Banks to whom the Superintendency is the home supervisor | Board of Directors'<br>Compliance<br>Certification   | Annually,<br>within sixty<br>days<br>following the<br>end of the<br>bank's fiscal<br>year                           | Printed | 1 | Reference: Rule No. 8-2010.   |
| RFCE    | Report of<br>Fraud in<br>Electronic<br>Channels            | State-owned<br>Banks, General<br>License Banks<br>and International<br>License Banks  | Encrypted report of events or attempted fraud that were detected in electronic channels through the information systems, actions to prevent them and evidence that banks potentially affected have been warned | Within five<br>business days<br>following the<br>date the bank<br>became aware<br>of the event                      | E-mail  | 1 | Reference: Circulars No. 63-2010 and No. 16-2011.   |
| GC      | Corporate<br>Governance<br>(Annual<br>Certification)       | Branches of<br>Foreign Banks<br>and International<br>License Banks<br>subject to<br>supervision                             | Certification issued<br>by the Parent<br>Company or<br>responsible<br>Regional Office  | Annually,<br>within three<br>(3) months<br>following the<br>concerning<br>end of the<br>bank's fiscal<br>year       | Printed | 1 | Reference: Rule No. 5-2011.   |
| CA      | Audit<br>Committee<br>(Annual<br>Certification)            | Branches of<br>Foreign Banks  | Certification issued<br>by the Chairman of<br>the Audit<br>Committee of the<br>Parent Company  | Annually,<br>within three<br>(3) months<br>following the<br>concerning<br>closure of the<br>bank's fiscal<br>period | Printed | 1 | Reference: Rule No. 4-2010  |
| PRP     | Provision for<br>Country Risk<br>(Annual<br>Certification) | Branches of<br>Foreign Banks<br>holding a General<br>License or an<br>International<br>License                              | Certification issued<br>by the external<br>auditors of the<br>Parent Company<br>and/or by the<br>relevant<br>Supervisory Body  | Annually,<br>within three<br>(3) months<br>following the<br>end of the<br>bank's fiscal<br>year                     | Printed | 1 | Reference: General Resolution<br>No. 7-2000.  |

Page 9 of 9 General Resolution No. SBP-RG-0005-2012

| PBE | Provisions by Foreign Banks  (Annual Certification) | In case of<br>branches of<br>Foreign Banks<br>holding a General<br>License or an<br>International<br>License | Certification issued<br>by the external<br>auditors of the<br>Parent Company<br>and/or by the<br>relevant<br>Supervisory Body | Annually,<br>within three<br>(3) months<br>following the<br>concerning<br>end of the<br>bank's fiscal | Printed | 1 | Reference: Rule No. 6-2000. |
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**PARAGRAPH 1:** If a due date falls on a holiday, it is understood that it is extended until the next business day.

**PARAGRAPH 2.** The information submitted by the banks to the Superintendency through the Atoms and BAN Charts or electronically, must be prepared and certified pursuant to the provisions of the Banking Law, Rules, Resolutions and Circulars in force as of the date the information is submitted to the Superintendency.

**PARAGRAPH 3:** The Superintendency of Banks may establish new parameters regarding the frequency and/or the format for submitting information contained herein at any time.

**ARTICLE 2: CORRECTIONS TO THE INFORMATION ALREADY SUBMITTED TO THE SUPERINTENDENCY.** Any correction made by the bank, to the information sent in previous periods, that has been detected and informed by the Superintendency; as well as any adjustments that are required to be made during the current month, must be made no later than the end of the following monthly period.

In the case of adjustments or reclassifications concerning the end of the fiscal year and related to audited information, the correction made by the bank must be submitted within ten (10) business days after the three (3) months established by Law.

**ARTICLE 3: QUALITY OF INFORMATION.** The information submitted by the banks to the Superintendency through Atoms and BAN Charts, printed or electronically, must be duly prepared and certified by the manager of the relevant operating area. Therefore, it is the bank's responsibility to ensure that there are no inconsistencies or mistakes between the information kept in the bank's files and the submitted information, in order to meet each one of the parameters established in the provisions that regulate the framework and submittal of information to the Superintendency.

**ARTICLE 4: SANCTIONS.** Violations of the provisions on framework, certification, accuracy and submittal of the information set forth in the Banking Law, Rules, Resolutions and Circulars, as well as non-compliance by failure to submit information or by the submittal of erroneous data shall be punished pursuant to the provisions contained in Title IV of the Banking Law.

**ARTICLE 5: REPEAL.** This General Resolution rescinds the General Resolution No. 2-2009 dated 28 October 2009.

**ARTICLE 6: ENACTMENT.** This General Resolution shall become effective upon its promulgation.

Given in the city of Panama, on the thirtieth (30<sup>th</sup>) day of March, two thousand twelve (2012).

LET IT BE KNOWN, PUBLISHED AND ENFORCED.

THE SUPERINTENDENT OF BANKS,

Alberto Diamond R.