

Pursuant to Article 44 paragraph 2 point 3 of the Central Bank of Montenegro Law (OGM 40/10, 46/10) and Article 103 paragraph 2 of the Banking Law (OGM 17/08, 44/10), the Council of the Central Bank of Montenegro, at its session held on 18 December 2012, passed the following

DECISION on Reporting to the Central Bank of Montenegro

1. GENERAL PROVISION

Article 1

This decision shall regulate types, format, content and deadlines for the submission of the reports and other data to the Central Bank of Montenegro (hereinafter: the Central Bank).

2. TYPES OF REPORTS AND REPORTING PERIODS

2.1. Bank Reports

Daily Reports

Article 2

A bank shall submit to the Central Bank the following daily reports:

- 1) Report on available liquid funds, liabilities and executed payments (Form RLS);
- 2) Report on total number of payment orders and total value of intrabank payment system (Form UPP);
- 3) Report on cash balance (Form SGN)

The bank shall submit to the Central Bank daily reports under paragraph 1 item 1) above the following working day not later than 15:00 hours.

The bank shall submit to the Central Bank daily reports under paragraph 1 items 2) and 3) the following working day not later than 9 hours.

Ten-day Reports

Article 3

The bank shall submit to the Central Bank ten-day liquidity reports (Form DPL).

The bank shall submit to the Central Bank report referred to in paragraph 1 above not later than five days following the expiry of the reporting ten-day period.

Monthly Reports

Article 4

Bank shall submit to the Central Bank the following monthly reports:

- 1) Report on the balance and turnover of the funds at the accounts (Form SRB);
- 2) Supporting table (Form SRB 1);
- 3) Balance sheet (Form M-BS);
- 4) Balance sheet (Form M-BS 1);
- 5) Profit and loss statement (Form M-BU);
- 6) Report on other comprehensive income (Form M-UOR);
- 7) Report on cash and deposit accounts with central banks (Form M-ND);
- 8) Report on cash and deposit accounts with banks and other depository institutions (Form M-ND 1);
- 9) Report on securities held to maturity (Form M-HOV_AA);
- 10) Report on trading assets, available for sale and securities carried at fair value through profit and loss (Form M-HOV_AF);
- 11) Report on securities issued, derivative financial liabilities and financial liabilities carried at fair value through profit and loss (Form M-HOV_FF);
- 12) Report on loans and receivables from banks and other clients (Form M-KL1);
- 13) Report on past due loans and receivables from banks and other clients (Form M-BSK1);
- 14) Report on deposits and funds at escrow account (Form M-D);
- 15) Report on borrowings (Form M-IP);
- 16) Report on borrowings taken (Form M-P);
- 17) Report on weighted average deposit interest rates (Form M-KS PPP);
- 18) Report on investments in associates and joint ventures under equity method and investments in subsidiaries (Form M-IPPZP);
- 19) Report on banks' claims from non-residents by countries (Form M-PZ);
- 20) Report on banks' liabilities to non-residents by countries (Form M-OZ);
- 21) Changes in reserves, provisions and value adjustments (Form M-BS_PR);
- 22) Report on asset classification (Form M-KA1);
- 23) Report on off-balance sheet asset classification (Form M-KA2);
- 24) Report on classification of assets and list of non-performing assets (Form M-KNA_B);
- 25) Report on classification of off-balance sheet and list of non-performing off-balance sheet assets (Form M-KNA_VB);
- 26) Off balance sheet records (Form M-BS_VB);
- 27) Extension of repayment period for principal or maturity (Form M-PRK_1);
- 28) Reduction in interest rate on loan granted (Form M-PRK_2);
- 29) Assumed receivables of debtor to third party on behalf of full or partial collection of loans (Form M-PRK_3);
- 30) Reduction in the amount of principal debt or interest (Form M-PRK_4);
- 31) Capitalization of interest on loan granted to a debtor (Form M-PRK_5);
- 32) Replacement of the existing loan(s) by a new loan (Form M-PRK_6);
- 33) Other similar benefits facilitating the debtor's financial position (Form M-PRK_7);
- 34) Report on maturity match of assets and liabilities (Form M-RU);
- 35) Report on bank's largest depositors – 50 largest depositors (legal and natural persons) – (Form M-NDEP);
- 36) Report on loans and other receivables from natural persons (Form M-KFL);
- 37) Report on structure of loans and other receivables by purpose (Form M-SKN);
- 38) Report on loans and other receivables/deposits and funds at escrow account by non-financial sector industries (Form M-KD);

The bank shall submit to the Central Bank the reports under paragraph 1 above not later than eight days following the expiry of the reporting monthly period.

**Quarterly Reports
Article 5**

Bank shall submit to the Central Bank the following quarterly reports:

- 1) Report on the balance and turnover of the funds at the accounts (Form SRB);
- 2) Supporting table (Form SRB 1);
- 3) Balance sheet (Form M-BS);
- 4) Balance sheet (Form M-BS 1);
- 5) Profit and loss statement (Form M-BU);
- 6) Report on other comprehensive income (Form M-UOR);
- 7) Report on bank's own funds (Form SSB);
- 8) Report on bank's solvency ratio (Form KSB);
- 9) Report on weighted balance sheet assets (Form PBA);
- 10) Report on weighted off-balance sheet items (Form PVB);
- 11) Report on capital requirement for general risk of debt instruments (maturity-based method) - (Form OR1);
- 12) Report on capital requirement for general risk of debt instruments (duration-based method) - (Form OR2);
- 13) Report on capital requirement for commodities risk (simplified approach) - (Form RR1);
- 14) Report on capital requirement for commodities risk (maturity ladder approach)-(Form RR2);
- 15) Report on capital requirement for specific risk of debt instruments (Form SR);
- 16) Report on capital requirement for position risk in options (Form RPO);
- 17) Report on capital requirement for position risk based on positions in equity instruments (Form RVI);
- 18) Report on capital requirement for FX risk of the bank (Form KDR);
- 19) Report on capital requirement for counterparty credit risk (Form RDS);
- 20) Report on capital requirement for settlement risk (Form RP);
- 21) Report on capital requirement for country risk (Form RZ);
- 22) Other financial and business receivables (Form BS-OA);
- 23) Other liabilities (Form BS-OO);
- 24) Statistical data (Form BS-ST);
- 25) Report on exposures to bank's shareholders (Form IAK/I);
- 26) Report on exposures to bank's shareholders (Form IAK/II);
- 27) Report on exposures to bank's shareholders (Form IAK/III);
- 28) Report on bank exposure to parties related with the bank (Form LPB);
- 29) Report on bank exposures to persons with limited exposure (Form LLI);
- 30) Report on bank exposures to legal persons controlled by the bank (Form PKL);
- 31) Report on large exposures and exposures to bank related parties (Form VI-LPB);
- 32) Report on structure of loans by collateral (Form SKK);
- 33) Report on structure of loans and other receivables by production lines (Form SPL);
- 34) Report on structure of loans and other receivables by purpose (Form M-SKN);
- 35) Report on exposure concentration (Form NDB);
- 36) Report on exposure concentration (Form NDI);
- 37) Report on loans subject to statutory procedure for the collection of receivables (Form ZPN);
- 38) Report on daily balance of bank trading book and overall operations of the bank (Form DTK);
- 39) Report on elements of bank trading book (Form ETK);

- 40) Report on the amount of derivatives not traded on an organised market and included in bank's risk assets (Form RVD1);
- 41) Report on the amount of derivatives not traded on an organised market and included in bank's risk assets (Form RVD2);
- 42) Report on interest rate risk (Form RKS);
- 43) Report on position in other currencies (Form PDV);
- 44) Report on bank shareholders (Form AB);
- 45) Report on connected parties considered as one holder of participation in bank's capital and/or voting rights (Form PLK/I);
- 46) Report on connected parties considered as one holder of participation in bank's capital and/or voting rights (Form PLK II);
- 47) Report on connected parties considered as one holder of participation in bank's capital and/or voting rights (Form PLK/III);
- 48) Non-performing loans by holders (Form NKN);
- 49) Report on non-performing loans by industries (Form NKD);
- 50) Report on loans and receivables from banks and other past due clients by industries (Form BSK2);
- 51) Restructured loans by holders (Form PRK UK1);
- 52) Report on restructured loans by industries (Form PRK UK2);
- 53) Report on subordinated debt (Form SUB);
- 54) Report on loans and other receivables/deposits and funds at escrow account by non-financial sector industries (Form M-KD);
- 55) Report on loans and other receivables from natural persons (Form M-KFL);
- 56) Report on borrowings (Form M-IP);
- 57) Report on cash and deposit accounts with central banks (Form M-ND);
- 58) Report on cash and deposit accounts with banks and other depository institutions (Form M-ND 1);
- 59) Report on securities held to maturity (Form M-HOV_AA);
- 60) Report on trading assets, available for sale and securities carried at fair value through profit and loss (Form M-HOV_AF);
- 61) Report on securities issued, derivative financial liabilities and financial liabilities carried at fair value through profit and loss (Form M-HOV_PF);
- 62) Report on loans and receivables from banks and other clients (Form M-KL1);
- 63) Report on past due loans and receivables from banks and other clients (Form M-BSK1);
- 64) Report on deposits and funds at escrow account (Form M-D);
- 65) Report on borrowings taken (Form M-P);
- 66) Report on weighted average deposit interest rates (Form M-KS-PPP);
- 67) Report on investments in associates and joint ventures under equity method and investments in subsidiaries (Form M-IPPZP);
- 68) Report on banks' liabilities to non-residents by countries (Form M-OZ);
- 69) Changes in reserves, provisions and value adjustments (Form M-BS_PR);
- 70) Report on asset classification (Form M-KA1);
- 71) Report on off-balance sheet asset classification (Form M-KA2);
- 72) Report on classification of assets and list of non-performing assets (Form M-KNA_B);
- 73) Report on classification of off-balance sheet and list of non-performing off-balance sheet assets (Form M-KNA_VB);
- 74) Off balance sheet records (Form M-BS_VB);
- 75) Extension of repayment period for principal or maturity (Form M-PRK_1);
- 76) Reduction in interest rate on loan granted (Form M-PRK_2);

- 77) Assumed receivables of debtor to third party on behalf of full or partial collection of loans (Form M-PRK_3);
- 78) Reduction in the amount of principal debt or interest (Form M-PRK_4);
- 79) Capitalization of interest on loan granted to a debtor (Form M-PRK_5);
- 80) Replacement of the existing loan(s) by a new loan (Form M-PRK_6);
- 81) Other similar benefits facilitating debtor's financial position (Form M-PRK_7);
- 82) Report on maturity match of assets and liabilities (Form M-RU);
- 83) Report on bank's largest depositors – 50 largest depositors (legal and natural persons) – (Form M-NDEP);

The bank shall submit to the Central Bank the reports specified in paragraph 1 above no later than 20 days following the expiry of the reporting quarter.

Notwithstanding paragraph 2 above, the bank shall submit to the Central Bank the reports specified in paragraph 1 above for the last quarter of the business year based on the final information not later than 15 February of the following year.

Annual Report Article 6

The bank shall submit to the Central Bank its annual operating report which shall include, at a minimum, the following:

- 1) overview and evaluation of operating conditions of the bank;
- 2) information on important business events;
- 3) information on relations with other legal persons;
- 4) information on the board of directors' performance;
- 5) overview of organization and personnel;
- 6) overview and evaluation of the performance and financial position;
- 7) overview of development investment activities in the following investment period.

Bank shall also submit to the Central Bank, together with annual operating report, information on the amount of salaries, remunerations, additional payments and other payments paid to the bank's board of directors in a year to which annual report refers to (gross and net amounts by categories of salaries).

The bank shall submit to the Central Bank its annual operating report together with the bank's annual financial statements.

Article 7

The bank shall inform the Central Bank without delay on any changes occurred in its business policy and strategy.

2.2. Micro-credit Financial Institutions Reports

Monthly Reports Article 8

Micro-credit financial institution (hereinafter: MFI) shall submit to the Central Bank the following monthly reports:

- 1) Report on the balance and turnover of the funds at the accounts (Form SRB);

- 2) Supporting table (Form SRB 1);
- 3) Balance sheet (Form M-BS);
- 4) Balance sheet (Form M-BS 1);
- 5) Profit and loss statement (Form M-BU);
- 6) Report on other comprehensive income (Form M-UOR);
- 7) Report on cash and deposit account with central banks (Form M-ND);
- 8) Report on cash and deposit account with banks and other depository institutions (Form M-ND1);
- 9) Report on loans and receivables from banks and other clients (Form M-KL1);
- 10) Report on past due loans and receivables from banks and other clients (Form M-BSK1);
- 11) Report on structure of loans and other receivables by purpose (Form M-SKN);
- 12) Report on loans and other receivables from natural persons (Form M-KFL);
- 13) Report on loans and other receivables by non-financial sector industries (Form M-KD);
- 14) Report on borrowings taken (Form M-P);
- 15) Report on asset classification (Form M-KA1);
- 16) Report on off-balance sheet asset classification (Form M-KA2);
- 17) Report on classification of off-balance sheet and list of non-performing balance sheet assets (Form M-KNA_VB);
- 18) Report on classification of assets and list of non-performing assets (Form M-KNA_B);
- 19) Report on off-balance sheet records (Form M-BS_VB).

MFI shall submit to the Central Bank the reports under paragraph 1 above not later than eight days following that of the expiry of the reporting monthly period.

Quarterly Reports

Article 9

MFI shall submit to the Central Bank the following quarterly reports:

- 1) Report on the balance and turnover of the funds at the accounts (Form SRB);
- 2) Supporting table (Form SRB 1);
- 3) Balance sheet (Form BS);
- 4) Balance sheet (Form BS-MFI);
- 5) Profit and loss statement (Form BU);
- 6) Report on other comprehensive income (Form UOR);
- 7) Report on cash and deposit account with central banks (Form ND);
- 8) Report on loans and receivables from banks and other clients (Form KL1);
- 9) Report on past due loans and receivables from banks and other clients (Form BSK1);
- 10) Report on structure of loans and other receivables by purpose (Form SKN);
- 11) Report on loans and other receivables from natural persons (Form KFL);
- 12) Report on loans and other receivables by non-financial sector industries (Form KD);
- 13) Report on asset classification (Form KA1);
- 14) Report on off-balance sheet asset classification (Form KA2);
- 15) Report on classification of off-balance sheet and list of non-performing balance sheet assets (Form KNA_VB);
- 16) Report on classification of assets and list of non-performing assets (Form KNA_B);
- 17) Report on off-balance sheet records (Form BS_VB);
- 18) Changes in reserves, provisions and value adjustments (Form BS-PR);

- 19) Report on past due loans and receivables from banks and other clients by industries (Form BSK2);
- 20) Report on assets and liabilities by industries (Form APD);
- 21) Other assets (Form BS-OA);
- 22) Other liabilities (Form BS-OO);
- 23) Restructured loans - extension of repayment period for principal or maturity (Form PRK 1);
- 24) Restructured loans – other similar benefits facilitating debtor’s financial position (form PRK 2);
- 25) Restructured loans – replacement of the existing loan(s) by new loan (Form PRK 3);
- 26) Report on borrowings (Form IP);
- 27) Report on interest rate risk (Form RKS);
- 28) Report on maturity match of assets and liabilities (Form RU);
- 29) Report on operational risk (Form OR);
- 30) Report on MFI ownership structure (Form VS);
- 31) Statistical data (Form BS-ST).

MFI shall submit to the Central Bank the reports specified in paragraph 1 above no later than 20 days following that of the expiry of the reporting quarter.

Notwithstanding paragraph 2 above, MFI shall submit to the Central Bank the reports specified in paragraph 1 above for the last quarter of the business year based on the final information no later than 15 February of the following year.

MFI shall also submit to the Central Bank, together with quarterly reports for the first quarter of the business year, information on the amount of salaries, remunerations, additional payments and other payments paid to the board of directors in the previous year (if MFI has board of directors) and executive directors (gross and net amounts by categories of salaries).

2.3. Reports for Credit Registry purposes

Article 10

Banks, financial institutions and Investment and Development Fund of Montenegro shall submit to the Central Bank data and information for maintaining Credit Registry as follows:

- 1) by submitting data and information on the Form KR for the balance of total indebtedness;
- 2) by submitting data on newly granted loans on the Form KRN.

Data and information on the Form KR shall be submitted to the Central Bank on monthly basis no later than eight days following the expiry of the reporting month.

Data and information on the Form KRN shall be submitted to the Central Bank no later than the following day following that of the conclusion of the agreement on newly granted loan.

III. REPORTING FORMAT

Article 11

Reporting entities shall submit the reports set forth in this decision to the Central Bank using the forms enclosed with this decision and making an integral part hereof.

The Central Bank may offer guidance and clarification as necessary for filling out the positions in the reporting forms in the Decision.

Article 12

Reporting entities shall submit reports referred to in this decision in electronic form, and in hard copy upon Central Bank request.

IV. TRANSITIONAL AND FINAL PROVISIONS

Article 13

By way of derogation from Article 4 paragraph 2 and Article 8 paragraph 2 herein, reporting entities shall submit monthly reports for January 2013 to the Central Bank no later than until 8 March 2013.

Article 14

Decision on Reports to be Submitted to the Central Bank of Montenegro (OGM 68/08, 15/09, 41/09, 2/12) shall be repealed with effect from the date of application of this decision.

Article 15

This decision shall enter into force on the eighth day following that of its publication in the Official Gazette of Montenegro, and it shall be applied from 1 January 2013.

THE COUNCIL OF THE CENTRAL BANK OF MONTENEGRO

Decision no. 0101-4014/39-2
Podgorica, 18 December 2012

**CHAIRMAN
VICE-GOVERNOR**

Milojica Dakić, m.p.