No.	Requirement	Statement of Compliance
4.1	Preferences (update profile, change PIN of ATM card, change access code of internet banking, personalize account, balance alerts, personal bookmarks)	
5	**Internet Banking (for corporate customers)**	
5.1	Balance inquiry	
5.2	Statement of account	
5.3	Transaction search	
5.4	Add/ delete accounts to access	
5.5	Fund transfer	
5.6	Corporate transactions (view pending transactions, authorize transactions, transaction history)	
5.7	Preferences (change password)	
6	**Real time posting of all transactions (through tellering, ATM, POS, telebanking, internet banking, mobile banking, ECM, etc.) and real time updating of balances of accounts**	
7	**Provides online real time facility for maintenance of inward clearing checks with technical defects**	
7.1	Allows user in the clearing center or base branch to enter inward clearing checks with technical defects, per maintaining branch, with the ff. information: account number, account name, check number, amount, name of payee, presenting bank and branch, type of clearing (local or inter-regional) and description of technical defect	
7.2	Allows user in the maintaining branch to view/ print the list and to enter disposition type (honor or dishonor/ return)	
7.3	If disposition type is to dishonor/ return, automatically computes the service charge based on the type of technical defect and debits the account	
7.4	Allows user in the clearing center or base branch and maintaining branch to view/ print the list with the disposition types	
A	**MC Writer**	
1	Handles or supports the MC Writer with "straight through" processing	

No.	Requirement	Statement of Compliance
2	Captures the customer's payment instructions for issuance of MC to their suppliers in a preformatted diskette or other electronic format, with the ff. details: customer's account number, names of suppliers, suppliers' codes, amounts due to suppliers, etc.	
3	Processes posting through the tellering system	
4	Assigns a transaction reference number for monitoring purposes	
5	Debits the total amount of payables plus applicable fees from the customer's account before printing the MCs; partial debit not allowed; DAUD allowed with supervisor's override	
6	Allows debiting from one or more accounts of the customer	
7	Allows debiting of customer's account upon presentation/ negotiation of MC	
8	Facilitates auto-printing of MC; with interface with any model of Epson line printers, HP deskjet printers and passbook printers; with interface with MC Monitoring System	
9	Facilitates auto-printing of check voucher or equivalent with the following details: check number, date, name of payee, amount of check, invoice number, PO number, gross amount, deductions with description and other information that may be required by the customer; with interface with any model of Epson line printers, HP Desk Jet printers and passbook printers	
10	Provides facility to monitor the number of days from issuance of MC to releasing to payee/ authorized agent to presentation/ negotiation	
11	Computes the number of days float, from date of debit from customer's account to date of presentation of MC	
12	Computes income from float days for credit back to the customer	
13	Generates summaries of daily and monthly amount of disbursements and number of checks, per transaction, per customer or per branch	
14	Generates a summary of MC issuances	

No.	Requirement	Statement of Compliance
15	Generates a periodic summary of outstanding and negotiated MCs, arranged according to customer and then transaction reference number	
16	Allows electronic transmission of required summaries/ reports to customers via web	
17	MC Monitoring	
B	**Commercial Check Writer**	
1	Handles or supports the Commercial Check Writer with "straight through" processing	
2	Same features of MC Writer except that the customer's checks instead of MCs are used	
3	Allows electronic signer or electronic printing of signatures	
4	ATM activation thru Web or Mobile	
5	Allows to received e money	
6	From money market	
7	From trust	
8	To money market	
9	To trust	
10	Should be centralized	
11	Money Market or Trust	

B. LOAN SYSTEM

No.	Requirement	Statement of Compliance
I.	**Products**	
A.	**BACK TO BACK LOANS**	
1	Fixed Equal Amort-Back to Back Diminishing	
2	Fixed Equal Amort-Back to Back Baln'360	
3	Fixed Equal Amort-Back to Back Baln'365	
4	Back to Back Loan Unearned Interest	
5	Back to Back Add on Balloon	
6	Back to Back Loan-Amort 360	
7	Back to Back Loan-Amort 365	
8	Back to Back Loan - Balloon 360	
9	Back to Back Loan - Balloon 365	
10	Back to Back Add on Straight	

No.	Requirement	Statement of Compliance
11	Back to Back Add on Straight Quarterly	
B.	**SALARY LOANS**	
1	Fixed Equal Amortization - DepEd	
2	Fixed Equal Amortization - Govt.	
3	PSPL DepEd	
4	PSPL Public	
C.	**TIME PLAN LOANS**	
1	Fixed Equal Amortization-TPL Diminishing	
2	Fixed Equal Amortization-10dys G. Period	
3	Time Plan Loan 360	
4	Time Plan Loan 365	
5	Time Plan Loan (Diminishing)	
6	Time Plan Loan (Diminishing-365)	
D.	**CASH LOANS**	
1	Fixed Equal Amort - Cash Loan 360	
4	Cash Loan Balloon-Diminishing 365	
5	Cash Loan Balloon-Diminishing 360	
8	Fixed Equal Amort - Cash Loan 365	
E.	**FINANCIAL ASSISTANCE PROGRAM LOANS**	
1	Financial Assistance Loan 365	
2	Financial Assistance Loan 360	
F.	**AUTO LOANS**	
1	Fixed Equal Amort - Auto loan 360	
2	Auto Unearned Interest Discount Loan	
3	Auto Loan	
G.	**REAL ESTATE LOANS**	
1	Real Estate Loan 365	
2	Real Estate Staggered Loan	
4	Real Estate Loan-Amort 360	
5	Real Estate Loan Balloon 360	
6	Real Estate Loan Balloon 365	
7	Real Estate Loan Quarterly Amort 365	
H.	**SALES CONTRAT RECEIVABLES (ROPA)**	
1	Sales Contract Receivable-Amort 365	
2	Sales Contract Receivable-Amort 360	
3	Sales Contract Receivable-Balloon 365	
4	Sales Contract Receivable-Balloon 360	

No.	Requirement	Statement of Compliance
I.	**CORPORATE LOANS**	
1	Commercial Loan-Amort 365	
2	Commercial Loan-Amort 360	
3	Commercial-Balloon 360	
4	Commercial-Balloon 365	
5	Commercial no changes on amort date B360	
6	Commercial Balloon Maturity	
7	Commercial Check Rediscounting	
8	Comm Rediscounting Principal at Maturity	
9	Commercial Equal Quarterly Amort 360	
10	Commercial Equal Quarterly Amort 365	
11	Flexible Amort (Monthly, Quarterly, Semi-annually, Annually) *(applicable to all loan products if ever)*	
12	Commercial Monthly int Quarterly Prin 360	
13	Commercial Monthly int Quarterly Prin 365	
14	Commercial Quarter Int Annual Prin 360	
15	Commercial Quarter Int Annual Prin 365	
16	Commercial Quarterly Int. Semiannual Prin 360	
17	Commercial Quarterly Int. Semiannual Prin 365	
18	Commercial Semiannual Int. Balloon Prin 360	
19	Commercial Semiannual Int. Balloon Prin 365	
20	Commercial Loan Semi Annual	
21	Commercial Fixed Principal amortization	
22	Commercial Equal Payment on Principal	
23	Fixed Interest Quarterly Principal Payment	
24	Microfinance Loans	
25	Agricultural Loans	
26	Philippine Veterans Affairs Office Loan	
J.	**SMALL BUSINESS LOANS**	
1	Small Business Loan-Amort 365	
2	Small Business Loan-Amort 360	
3	Small Business Loan-Balloon 360	
4	Small Business Loan-Balloon 365	
5	SBL Commercial no changes on amort date B360	
6	Small Business Loan Quarterly Int. & Prin 360	
7	Small Business Loan Quarterly Int. & Prin 365	
8	Commercial Business Maturity	

No.	Requirement	Statement of Compliance
	Note: Flexibility on type of payment (equal, balloon, advance, lumpsum, etc.)	
II.	**Credit Evaluation and Approval**	
A.	**Credit Application**	
1	**Online facility for clients and bank users to view/ inquire all loan products and features**	
2	**Online transmittal of loan application details from selected clients and selected users in the bank via bank's network and web**	
3	**Online facility that allows clients/ specific bank users to enter the required details of loan application**	
3.1	client information, such as name, address, etc. (accepts multiple addresses)	
3.2	industry or profession (for individual loan applicants)	
3.3	citizenship (type of residency for non-Filipino)	
3.4	type of loan, purpose, etc.	
3.5	details required for specific types of borrowers (e.g., accredited real estate developers for real estate loans)	
3.6	loans with other banks/ institutions (bank/branch, type of loan, original amount, outstanding balance, etc.)	
3.7	deposit accounts (bank/branch, type of account, average daily balance for the past no. of months, etc.)	
3.8	source of account (developer, broker, walk-in, referred by branch, referred by another bank unit, etc.)	
3.9	payment of loan application fees (appraisal, etc.)	
4	**Provides the loan application data entry with help function key that will display lists of options for selection by the client/ bank user (e.g., industry, profession, type of loan, purpose, required documents depending of type of loan, loan application fees, etc.)**	
5	**Allows the client / bank user to print the loan application form after transmitting the details**	
6	**Provides client/ bank user an online inquiry on status of loan application and other relevant information**	
7	**Provides facility to track referred loan by Dealer/Agent/Broker/Account Officer**	
8	**Provides facility for CISA format requirements**	
9	**Upon transaction of teller e.g., Loan payment; the payment shall be automatically be posted in PN... So that the data will be updated at the end of the day, no need for a payment relay**	

No.	Requirement	Statement of Compliance
10	**SI and DI Credit**	
10.1	SI and DI Should be sent by Auto Loan department in soft copy and scanned copy with signature.,	
10.2	only one branch is authorized to download it for a batch credit	
B.	**Application Processing, Evaluation and Approval**	
1	**Online facility for inquiry on client information:**	
1.1	customer background	
1.2	loan account history: outstanding balance, repayment rating, amount due, pay-off balance, interest rate	
1.3	borrowing and non-borrowing relationships with other units in the bank	
1.4	rating history of loan account: date of rating, methodology, key data used to derive ratings, name of person who gave the rating, etc.	
1.5	deposits with the bank and other banks/ institutions	
1.6	handling of deposit accounts (RCOCI, bills purchased, returned checks, etc.)	
1.7	CMAP and other negative listings	
1.8	Bad credit loans/ Blacklisted Clients	
2	**Online and real time interface with Customer Information Management System**	
3	**Online and real time interface with Deposits System**	
4	**Online facility for automated processing/ scoring and approval/ disapproval of loan application transmitted by loan applicant or bank user, based on defined rules**	
4.1	auto-generated approval notice and reference number	
4.2	automatic printing of credit approval for approved applications	
4.3	automated generation of reports on approved and disapproved applications	
5	**Provides template for Credit Recommendation and Approval Memorandum (CRAM) or equivalent for user to enter information for the approval of loan application (not qualified for automated scoring/ approval):**	
5.1	existing and past accounts (direct/ related accounts)	
5.2	repayment history	
5.3	group affiliation/ related accounts	
5.4	credit investigation and appraisal reports	

No.	Requirement	Statement of Compliance
5.5	other information to justify recommendation	
6	**Automated computation of liquidity, solvency, leverage and other ratios**	
7	**Online real time facility for routing of CRAM or equivalent to specific users for endorsement and approval, based on defined rules and approving limits**	
8	**Online real time facility for user to endorse or approve/ disapprove CRAM or equivalent <u>and</u> to enter other information, such as additional terms and conditions, reason for disapproval, etc.**	
9	**Online facility for inquiry on approving authorities and limits of all types of loans**	
10	**Online real time facility to view/ inquire status and location of CRAM or equivalent**	
11	**Online real time facility to view/ print approved/ disapproved CRAM or equivalent**	
12	**Online facility for automated creation of Credit Recommendation and Approval Memorandum (CRAM)/Policy Exception (POLEX)/Loan Relay Sheet or Loan Release Statement (LRS)/Availment Sheet/Request for Booking Form**	
13	**Online facility for automated creation of Billing Statement**	
II.	**Credit Administration and Servicing**	
A.	**Loan Document Processing**	
1	**Online facility for user to enter required loan documents for approved loan <u>and</u> to update the following information to facilitate monitoring of non-submission of the requirements (see Item III.B.1 below)**	
1.1	deadline for submission	
1.2	actual date of submission	
1.3	status (e.g., REM for registration with the Register of Deeds, PN lacks co-borrower's signature, etc.)	
2	**Online transmission of the list of required loan documents (see Item II.A.1 above) to loan applicant/ bank user via bank's network or web**	
3	**Allows use of document scanner to capture images of loan documents, such as Transfer Certificate of Title (TCT), Motor Vehicle Registration (MVR), etc. and links scanned images to the loan account**	
4	**Allows user to view the scanned images**	

No.	Requirement	Statement of Compliance
5	**Automatic printing of standard loan documents depending on the type of approved loan and security/ collateral, such as Promissory Note, Loan Agreement, Disclosure Statement, REM, etc.**	
6	**Capability to customize loan documents, amendment of standard documents, combination of 2 documents:**	
6.1	Deed of Assignment	
6.2	Assignment of Claims and Accounts	
6.3	Agreement to Purchase Accounts Receivable	
6.4	Summaries of accounts - PRL Releases	
6.5	Batch approval - TPL bookings	
6.6	Borrowers Information Sheet	
6.7	Authority to Deliver	
6.8	Letter of Authority	
6.9	Collateral Receipt	
6.1	Deed of Undertaking	
6.11	CA/SA Debit Memo	
7	**Provides online facility for user to set up the credit line/ facility in the Central Liability System (CLS)**	
8	**Provides online facility for monitoring of Entity/Co-Maker Limit**	
9	**Provides Central Liability System (CLS)**	
9.1	Captures client data as required by AMLA and BSP	
9.2	Defines taxable and tax-exempt clients in relation to 10% final withholding tax (for FxCy loans) and 2%creditable withholding tax, etc.	
9.3	Defines top 10,000 corporations per BIR's listing for 2% CWT	
9.4	Defines DOSRI accounts	
9.5	Defines bank's subsidiaries	
9.6	Interface with the Deposits System to link deposit accounts with the loan accounts	
9.7	Provides facility for BSP and other credit ratings (e.g., loans to deposit ratio by location, NCR, Luzon, Visayas and Mindanao)	
9.8	Provides facility to install credit with "straight through" processing (i.e., from installation to booking and posting of transaction and generation of report)	

No.	Requirement	Statement of Compliance
9.9	Provides sub-limits to facilities bunched under an omnibus facility	
9.1	Allows group accounts sharing common facility/ies	
9.11	Allows group related accounts with at least 4 levels of sub-groupings	
9.12	Allows set up of collateral for each credit line/ facility that includes description of property, FMV, date of appraisal, annotations in the title, such as lis pendens, claims vs. estate, reconstitution, etc.	
9.13	Allows change of collateral during life of loan	
9.14	Monitors actual PN terms vs approved terms per CRAM or equivalent	
9.15	Monitors credit line -expiry date, availments , etc.	
9.16	Monitors expiry/ due dates of insurance (motor vehicle, fire, life) policies, real estate taxes, tax declaration and motor vehicle registration	
9.17	Monitors accounts due for renewal of credit investigation report	
9.18	Monitors collaterals due for re-appraisal	
9.19	Allows assigning/ re-assigning of accounts to Account Officers, Department and Division	
9.2	Provides line indicator for revolving and one-time availments of facilities; option to extend expiry of one-time availment, with supervisor's override	
10	**Alerts user during online set-up of credit limit line/ facility if client has past due loan accounts and provides options for user to proceed or cancel the entry, with supervisor's override**	
10.1	Credit limit line facility	
10.2	Past due facility	
10.3	Entity Limit	
10.4	Co-Maker Limit	
11	**Alerts user during online set-up for expiration/maturity of the CRAM**	
12	**Generates periodic and ad hoc reports on collaterals:**	
12.1	inventory of all collaterals, arranged per client number or client name or per loan account number, etc.	
12.2	inventory of items held as collateral and items held for safekeeping	

No.	Requirement	Statement of Compliance
B.	**Loan Availment/ Release**	
1	**Online facility for user to set up loan availment/ release and to enter details such as principal amount, term, rate, principal and interest payment schemes, etc.**	
1.1	Able to create/modify loan products with different mode of amortization/payments	
1.2	Able to edit created loans in case of errors without deleting PNs but subject to override.	
1.3	Automated computation of allowance for credit losses	
1.4	Able to input secured/unsecured amount of loans	
1.5	Loan System will automatically provide a NEW PN No. Or Loan No. for every booking transaction upon Creation of Customer Information or loan application from LOS.	
2	**Requires supervisor's override for specific transactions**	
3	**Allows "one month advance" scheme for automobile loans, with supervisor's override**	
4	**Allows value dating/back dating of loan on date of release of proceeds or prior to actual date of release of proceeds, with supervisor's override**	
5	**Provides options for progressive/ partial drawdown**	
6	**Automated computation of loanable amount of principal borrower/ co-maker based on the required credit ratios, terms, rates and other terms and conditions of accredited companies**	
7	**Automated computation of loan proceeds**	
7.1	with standard fees/ charges automatically deducted from the principal amount	
7.2	with standard fees/ charges paid separately	
8	**Automated computation of documentary stamp tax and other charges/ fees**	
8.1	Automated computation of GRT and able to adjust GRT in case of pre-termination of loans with terms of more than 5years	
9	**Automated generation of maturity date given the term of loan, subject to change with supervisor's password**	
10	**Provides options for disbursement of loan proceeds**	
10.1	credit to account	

No.	Requirement	Statement of Compliance
10.2	Manager's check	
11	**Allows 1 or combination of disbursement options for one transaction** and multiple CA/SA accounts or payees for MC	
12	**Online real time interface with Deposits System for crediting the CA/SA accounts for loan proceeds or debiting for charges/ fees; with automatic printing of credit/ debit memo**	
13	**Automatic printing of Manager's Check; with real time interface to MC monitoring facility**	
14	**Provides options to apply hold and lift hold on Manager's Check and to enter reason for hold, with supervisor's override**	
15	**Provides options to apply hold and lift hold CA/SA account and to enter reason for hold (with online real time interface with Deposits System), with supervisor's override**	
16	**Generates reports on Manager's Checks and CA/SA accounts with outstanding hold orders that will include date, time, user who applied the hold order, overriding ID and reason for hold.**	
17	**Provides ledger for Other Deferred Charges/Unearned Interest Discount/Other Deferred Expenses/Capitalized Interest and Other Charges**	
18	**Provides facility for grouping of loan accounts by Entity on PSPL & PSND Loans**	
19	**Provides facility to transfer loan account from one branch to another branch/lending without deletion of loan account details**	
20	**Provides facility for PDC warehousing and payment application.**	
21	**Facility for ADA payment through CASA (Automatic Debit Arrangement for automatic payment application to loans)**	
22	**Facility for Loan Payment Calculator**	
23	**Provides online facility to check and review all required loan documents.**	
24	**Provides facility for Data Warehousing (for Loan Document purposes)**	

No.	Requirement	Statement of Compliance
25	**Loan System will receive notification/alerts from Loans Origination System that the approved loan applications/documents are ready for booking (For tracking or status of Loan Booking)**	
C.	**Computation of Interest /Other Charges/Expenses**	
1	**Provides options for various accounting / interest accrual methods applicable to different loan products, such as:**	
1.1	EIR method computation for the following:	
1.1.1	Interest	
1.1.2	Accrued Interest	
1.1.3	Unearned Interest Discount (Amortized)	
1.1.4	Other Deferred Charges (Credit side) (Amortized)	
1.1.5	Other Deferred Expenses (Asset side)	
1.1.6	Capitalized Interest and Other Charges (related to Restructured Loans) (Amortized)	
2	**Automatic processing of interest accrual based on defined rules, such as:**	
2.1	accrued daily for accounts with current status only	
2.2	no accrual for past due accounts including items in litigation	
3	**Allows freezing of interest accrual per loan account, with supervisor's override**	
D.	**Maturities / Repricing**	
1	**Automatic computation of amounts due from client, with breakdown of principal, interest, penalties, AR, etc.**	
1.1	due for current date	
1.2	due for future date	
1.3	pay-off balance as of given date which includes other receivables due from the borrower	
2	**Online facility to view/ print statement of account (SOA), per client or per account, that will include principal, interest, penalties and other receivables, such as advances for insurance premiums, litigation expenses, etc.**	
3	**Includes the following phrase at the bottom of the last page of the statement of account:**	
	"All errors and omissions excepted."	
4	**Automated generation of reports on loans due for payment / repricing**	

No.	Requirement	Statement of Compliance
4.1	amortization schedule for loans subject to installment payment	
4.2	list of accounts due for payment (principal/ interest)	
4.3	list of accounts due for repricing	
4.4	Automated generation/ printing of repricing letters	
E.	**Loan Payment**	
1	**Allows advance payment and short payment**	
2	**Allows full and partial pre-payment**	
3	**Applies payments based on defined hierarchy**	
3.1	vertical	
3.2	horizontal	
3.3	option to apply payment manually (with supervisor's override)	
4	**Allows various modes of repayment**	
4.1	equal amortization	
4.2	lump sum at maturity	
4.3	others (Flexibility of Amortization)	
5	**Allows various channels for loan payment**	
5.1	over-the-counter payment in any UCPB or USB branch or vice versa (Tellering System)	
5.2	ATM	
5.3	automatic debit from enrolled CA/SA accounts	
	-allows partial debit if CA/SA balance is insufficient	
	- generates a report for partially posted transactions due to insufficient funds; interface with the Deposit Systems for the daily batch monitoring and auto-collection of the unposted portion	
	- generates exception report for unposted transactions due to insufficient or uncleared funds	
5.4	postdated checks (automatic posting per due date)	
6	**Online/ real time or batch interface to Deposits System for loan payments to be debited from CA/SA accounts or other forms of payment received through the Tellering System**	
6.1	validates PN number sent by Deposits System and authorizes acceptance of payment/ posting in the Deposits System	
6.2	automatic printing of debit memo / official receipt.	

No.	Requirement	Statement of Compliance
6.3	If loan payment is for supervised credit or legal account, sends message to Deposits System to indicate the phrase "without prejudice to any legal action the bank may resort to" in the Official Receipt or debit memo	
6.4	Real time update of loan payment in the Loans System	
6.5	automated generation of exception report for unposted transactions due to insufficient or uncleared funds	
6.6	Allows single payment vs. multiple loan accounts	
6.7	Batch posting of payments (Backdate, value date and reversal)	
6.8	Allows value dating of payment and grace period on loan payments due, with supervisor's override	
6.9	Automatically computes and applies penalties for past due accounts	
6.1	Automatically computes and applies discount for prompt payment	
6.11	Automatically computes and applies penalty for prepayment	
6.12	Allows partial or full reversal of past due penalty, discount for prompt payment and penalty for prepayment, with supervisor's override (see Items II.E.9, II.E.10 and II.E.11 above)	
6.13	Allows excess payment and applies to principal, interest, AR, AP, etc., based on defined rules	
6.14	Online facility to view/ print inquiry on excess payments of borrowers	
6.15	Generates reports on excess payments	
6.16	Interface with Foreign Exchange Dealing System (FEDS) for the transfer of booking of 10% final withholding tax deducted from loan payment from FCDU (US$) books to RBU (Peso) books.	
6.17	Allows reversal / adjustment of loan payment	
6.18	Allows value dated / back dated repayments	
6.19	Allows posting of transaction during offline	
7	**Real time of OTC loan payments (directly to account)**	
F.	**Adjustments, Extension, Renewal, Roll-over, Past Due, Restructuring, etc.**	
1	**Allows change of due date, with authorization or supervisor's override**	
2	**Allows extension of maturity date/ shortening of term, with authorization or supervisor's override**	

No.	Requirement	Statement of Compliance
3	**Allows change in interest rate, with authorization or supervisor's override, and automatically adjusts amortization schedule due to the change**	
3.1	increase or decrease in amortization; remaining term unchanged	
3.2	lengthen or shorten remaining term; amortization unchanged	
4	**Automated generation/ printing of new amortization schedule due to revisions in interest rate, payment schedule and maturity date**	
5	**Allows account restructuring, renewal, rollover, ROPA and redenomination, with authorization from CLS**	
6	**Provides facility for restructuring of past due accounts**	
6.1	movement of due date (loan amortization)	
6.2	movement of maturity	
6.3	change of amortization	
6.4	balloon payment	
6.5	Allows "curing period" with automatic endorsement to Legal Services if account defaults within the curing period	
6.6	Automatic inclusion of restructured account in the "Watch List" Portfolio (red flag)	
6.7	Generates a periodic report of all accounts in the "Watch List' Portfolio	
6.8	Flexibility of amortization	
6.9	Service charges (e.g., MRI) (Amortized)	
6.1	Top up monthly amortization (Amort + Insurance)	
7	**Facility to capture conditional terms for restructured loans and alerts user if the condition occurs (e.g., waive all or % of penalties and/or interests but to be collected when the restructured loan will become past due again)**	
8	**Automated reclassification of accounts in arrears from current status to 2 types of past due status or vice versa: internal past due based on internal guidelines and BSP past due based on BSP guidelines**	
9	**Automated reclassification of past due accounts to IUL; from IUL to current or restructured based on defined rules**	
10	**Computes estimated loan loss reserves of past due loan accounts outstanding balance, loan-related AR,**	

No.	Requirement	Statement of Compliance
	AIR, based on:	
10.1	internal credit risk rating	
10.2	updated FMV of collateral	
10.3	age of past due status	
11	**Allows write-off of past due account leaving a nominal value of Ps1.00**	
12	**Generates reports of reclassified accounts**	
13	**Generates periodic and ad hoc reports on internal and BSP past due loans**	
14	**Generates report on all past due loan accounts in peso and other currencies (per AO, SO, BM) which will include the ff. information: commitment, PD principal, credit rating, collateral FMV, estimated reserves, industry group affiliation**	
15	**Generates aging report of loans per booking unit, per AO, all units, with the following information:**	
15.1	actual past due amount (amortization)	
15.2	outstanding balance of account	
15.3	outstanding balance less UID for accounts over 90 days past due	
15.4	due date	
15.5	manner of payment (postdated checks, automatic debit arrangement, etc.)	
16	**Generates report on fully paid loans with outstanding loan loss reserve balance**	
17	**System should have the capability / allow grace/holiday period. (i.e., it must be able to allow the bank to give principal repayment relief to borrowers for some specific periods and during grace period system should have the capability to equally allocate outstanding principal for the given installments throughout the life of a loan).**	
18	**System should have the capability to accept different amortization amount or interest rate for different periods within the loan term**	
19	**Allows user to modify repayment mode from one another. (i.e., from monthly to quarterly or vice versa without closing the loan)**	

No.	Requirement	Statement of Compliance
20	**Allows to modify the original loan amount, increase or decrease loan amounts, if necessary, with the approval of lending and supervisor's override.**	
21	**Allow amalgamation of two or more accounts into single loan base on the decision of credit committee**	
22	**Facility for the ledger/schedule of Capitalized Interest and Other Charges.**	
23	**BSP Circular 941 and 1011**	
G.	**Remedial Accounts Management**	
1	**Facility to handle various packages in settling loans (e.g., 0%, waive penalties and/or interest, restructuring principal repayment, accounts under compromise agreement, etc.)**	
2	**Online facility for user to enter/ update status of loan accounts under litigation**	
3	**Online facility for inquiry on status of loan accounts under litigation**	
3.1	litigation and other related expenses	
3.2	periodic / regular status reports from external lawyers and collection agencies	
3.3	aging of legal accounts with status	
3.4	updated list of all ROPA items	
H.	**Collection**	
1	**Automatic printing of different types of collection letters based on delinquency/ age of past due accounts and on date and nature of last letter sent to client**	
2	**Automated facility to monitor the collection letters and captures the following information:**	
2.1	date and nature of last letter sent	
2.2	date when the letter was received by client	
2.3	name of the person who received the letter	
2.4	Text blast	
2.5	Email	
3	**Generates a report on accounts for collection based on the following groups:**	
3.1	geographic area	
3.2	in-house collectors	
3.3	account officer	

No.	Requirement	Statement of Compliance
3.4	department/ section	
3.5	product	
3.6	endorsing unit/source	
IV.	**Customer Tracking/ Monitoring**	
A.	**Monitoring of Postdated Checks**	
1	**Provides online facility for postdated checks (PDC) submitted by clients for payment of monthly amortization to facilitate monitoring of maturities, clearing results (if honored or dishonored by drawee banks), replacements, etc.**	
2	**Generates report on checks due for presentation/ clearing with the drawee banks on the next banking day**	
3	**Allows user to hold clearing/ presentation of matured PDCs for specific loan (current, past due or legal account) and to enter reason for holding, with supervisor's override**	
4	**Generates report on PDCs under hold**	
5	**Allows replacement of PDCs, with supervisor's override**	
6	**PDC Warehousing**	
6.1	PDC monitoring facility that generates accounts with lacking postdated checks / PDC Notice Letter (3 months before lacking of PDC's)	
6.2	Notification for lacking of postdated checks/PDC notice letter (3 months before lacking of PDC's), thru email and SMS.	
6.3	checks that were dishonored/ returned by the drawee banks for reason "Account Closed" so that the client will submit a new set of postdated checks	
6.4	checks that were dishonored/ returned by the drawee banks for other reasons	
7	**Interface with Deposits System for PDCs drawn on USB/ UCPB to disallow online or auto closure of current account with PDCs while the loan is outstanding**	
B.	**Monitoring of Loan Documents for Updating by Client/ Bank**	

No.	Requirement	Statement of Compliance
1	**Provides online inquiry on accounts with lacking loan documents and those with pending requirements, such as registration with the Register of Deeds, etc.**	
2	**Automated generation/ printing of notice/ reminder to client to cancel annotation in the Transfer Certificate of Title**	
3	**Automated generation/ printing of notice or follow-up letters to be sent to the clients for submission of the following documents (see Item II.A.8.p)**	
3.1	updated insurance policy and official receipt	
3.2	real estate tax receipt and tax declaration	
3.3	updated official receipt for motor vehicle registration	
3.4	ITR, audited financial statements, statement of assets and liabilities e.Others	
4	**Provides facility for transmission of notice/ reminder to client via web**	
5	**Generates report on accounts due for renewal of credit investigation reports on a specified period (e.g. due 3 months from report date)**	
6	**Generates report on collaterals due for re-appraisal on a specified period (e.g., due 3months from report date)**	
7	**Provides facility for monitoring of undertaking of borrowers in relation to the projects funded by the loans and submission of additional documents according to the progress of projects (e.g., status of project completion for real estate loans to accredited developers, submission of TCT, etc.)**	
C.	**Monitoring of Credit Limits**	
1	**Generates report on group/ related accounts vs single borrower's limit (SBL) prescribed by BSP**	
2	**Generates report on large exposure (per BSP classification) on individual or group/ related accounts of the bank and bank's subsidiaries; including DOSRI**	
3	**Generates report on individual industry exposure of the bank and bank's subsidiaries**	
4	**Generates report on total availments vs approved credit line, per AO or booking unit**	
V.	**Maintenance**	

No.	Requirement	Statement of Compliance
A.	Parameters	
1	**Online and real time facility for user to maintain (add, edit, delete) features of various loan products (see Item I.A.1 above)**	
2	**Facility to handle "what-if" scenarios during online product inquiry (e.g., schedule of monthly amortization given the type of loan, principal amount and term)**	
3	**Online facility for user to maintain (add, edit, delete) the parameters for the details required for online loan application data entry**	
4	**Online facility for user to maintain the parameters (add, edit, delete) for request for credit investigation, appraisal and re-appraisal**	
5	**Online facility for user to maintain the parameters for formula for computation of required ratios and rules for automated approval/ disapproval of loan application**	
6	**Online facility for user to maintain (add, edit, delete) the approving authorities/ limits for all types of loans**	
7	**Online facility for user to maintain (add, edit, delete) parameters for computation of loanable amount**	
8	**Online facility for user to maintain (add, edit, delete) parameters for the computation of fees, charges and loan proceeds**	
8.1	with standard fees/ charges automatically deducted from the principal amount	
8.2	with standard fees/ charges paid separately	
9	**Online facility for user to maintain (add, edit, delete) parameters for the rules for interest computation, accrual, etc.**	
10	**Online facility for user to maintain (add, edit, delete) parameters for the computation of past due penalties, discount on prompt payment and penalty for prepayment**	
11	**Online facility for user to maintain (add, edit, delete) parameters for the rules for excess payment**	
12	**Online facility for user to maintain (add, edit, delete) parameters for internal and BSP rules on reclassification of accounts from current to past due, to IUL, etc.**	

No.	Requirement	Statement of Compliance
13	**Online facility for user to maintain the parameters for computation of loan loss reserves**	
14	**Online facility for user to maintain the parameters for computation of single borrower's limit as prescribed by BSP**	
15	**Online facility for user to maintain the parameters for DOSRI and bank's subsidiaries accounts**	
16	**Compliance to BSP Circular 941 and 1011**	
17	**Online facility for user to maintain (add, edit, delete) parameters for Moratorium (for amortization and computation adjustment)**	
VI.	**Booking and Accounting**	
1	**Provides multiple currency SL**	
2	**Provides SL for each client with loan-related AR, AP**	
3	**Provides SL for each loan account under special lending program (Bills Payable to other financing institutions/special funds providers)**	
4	**Interface with other systems (Deposits, GL, CIS, etc.) for the auto generation of accounting entries**	
5	**Automated computation of GRT, 10% final withholding tax (for FxCy loans), 2% creditable withholding tax, etc.**	
6	**Automated generation of accounting entries for all loan transactions**	
6.1	loan availments/ releases - new, renewal, roll-over, restructuring, etc.	
6.2	loan payments - principal, interests, penalties, loan related AR, loan fees, litigation expenses, etc.	
6.3	accrual of interest	
6.4	amortization of UID	
6.5	re-classification of BSP past due accounts, items under litigation	
6.6	applicable taxes-GRT, 10% FWT, 2% CWT, etc.	
6.7	Capitalized Interest and Other Charges	
6.8	Other Deferred Charges (Credit Side)	
6.9	Other Deferred Expenses (Asset Side)	
7	**Automated generation/ printing of transaction tickets**	
8	**Generation of audit trail for all posted transactions (including date, time, terminal ID, user ID, override ID)**	

No.	Requirement	Statement of Compliance
9	**Provides facility for monitoring of Bills Payable for special funded loans**	
9.1	Provides facility for user to maintain amortization table for each special funded loan	
9.2	Allows user to change amortization table, with supervisor's override	
9.3	Provides facility to match Bills Payable with the client's loan with the bank	
9.4	Generates a report on payments due to the special fund's providers	
VII.	**Reports**	
A.	**Branch Loan Reports**	
1	Loan Booking/Release Report	
2	Bank wide Loan Summary	
3	Accrual Report (Daily, Monthly, Annually)	
4	Past due Ratio Report/Monitoring	
5	Loan Payment Report	
6	Loan Movement / Loan Status Monitoring	
7	Aging Report	
8	Loan Listing Reports	
9	A.L.C.O Report (Asset and Liability Committee)	
10	Loan Purpose Industry Report	
11	PSPL-ND Principal Amortization Collection Report (Monthly)	
12	Capitalized Interest and Other Charges (CAPINTOTH) Report	
13	Closed Accounts Report (Daily, Weekly, Monthly, etc.)	
14	Billing Statement Report (RPSU (DEPED), STAND ALONE, PSND (GOV'T ENTITY))	
15	MRI Reports	
16	Past Due Reports (941 and 1011) – Per entity	
17	Loan Portfolio – Internal Report	
18	Loans Granted to Local Government Units (LGU) – Submitted to BSP / Compliance Division	
19	DEPED Borrowers – Submitted to DEPED	
B.	**Head Office Loan Reports**	
1	LPA (Schedule of Loan Portfolio Analysis)	
2	Notes to Financial Statements (for Loans & Discounts)	
3	Automated computation of GRT (Gross Receipt Taxes)	
	- Total Interest Income per Loan Product (6 years above = 1 % and 5 years below = 5%)	

No.	Requirement	Statement of Compliance
4	Performing and Non-Performing Past Due (BSP Circular 941 and 1011)	
5	Non-Starter and Poor Starter	
6	Loan Movement Reports	
7	MSME Reports	
8	AGRI/AGRA Loan Reports	
9	Accounts Payables and Accounts Receivables Reports	
	- With complete details per Loan account.	
	- With aging.	
10	Tax Reports	
11	ALCO Reports	
12	Incentives and Other deferred charges Report	
13	Board Materials	
14	DOSRI Reports	
15	Capitalized Interest and Other Charges (CAPINTOTH) Report	
16	Top 20 Borrower's	
17	Top 50 Borrower's	
18	FRP Reports – BSP Reports	
19	Covered Transaction Report (CTR) AMLA – BSP Reports	
20	Credit and Equity Exposure Aggregating One Million and Above Reports – BSP Reports	
21	PFRS 9 (Philippine Financial Reporting Standards) – BSP Reports	
22	Total Credit Report for Thrift Banks (TCRTB) Reports – BSP Reports	
23	Written Off Report (Notation/Affidavit) – BSP Reports	
24	Recommended Valuation Reserves and Other Capital Adjustments (GLLP) – BSP Reports	
25	Single Borrower's Limit – BSP Reports	
26	Car Working Paper (Loans) – BSP Reports	
27	Related Party Transactions – BSP Reports	
28	Liquidity Coverage Ratio (LCR) – BSP Reports	
29	Housing Loan Rates – BSP Reports	
30	Expanded Report on Real Estate Exposure (REE) – BSP Reports	
31	Stress Test Report (Credit Risk) – BSP Reports	
32	Interest Income from Loans and Receivables (Others) – BSP Reports	
33	Report on Borrowings of BSP Personnel – BSP Reports	
34	Residential Real Estate Price Index (RREPI) – BSP Reports	
35	Aging and Movement of ROPA – BSP Reports	
VIII.	**Other Reports**	

No.	Requirement	Statement of Compliance
1	**Provides data warehousing facility for flexibility in generating reports**	
2	**Generates periodic (daily, weekly, monthly, etc.) and ad hoc reports on loan releases, collections, etc.**	
3	**Interface with other base systems for specific data required in the reports, such as Quarterly Statement of Condition for BSP**	
4	**Interfaces to and facilitates import and migration of data from/ to 3rd party regulatory reporting systems, such as BSP, BAP, AMLA, CMAP, CISA, etc.**	
5	**Online facility to view/ print loan history of fully paid and outstanding accounts**	
6	**Generates report on waived past due interest and penalty charges, per AO, per booking unit**	
7	**Generates certification of loan balances with the following phrase at the bottom of the page: "This is system- generated and does not require signature of a bank officer."**	
8	**Retains specific reports for a period of 3, 5 and 10 years**	
XI.	**Implementation**	
1	**Provides facility to map, migrate and convert existing account data and balances to the new system**	
ADDITIONAL REQUIREMENTS		
A	**Loan Document Processing**	
1	Allows partial and full release of collateral, with supervisor's override; alerts user if client has outstanding loans in other units and/or Accounts Receivable in both RBU and FCDU books	
B	**Maturities / Repricing**	
1	Provides facility for transmission of SOA to the client via web	
C	**Loan Payment**	
1	E-wallet	
2	E-cash card	
3	Mobile or Web Banking	
4	Automatic notification to borrowers regarding manual/automated debit transaction that has been performed for loan payments, e.g., email, text messaging	

No.	Requirement	Statement of Compliance
5	Automatic notification to borrowers regarding transaction for ADA or PDC that the account is insufficient or not funded and DAIF., e.g., email, text messaging	
D	**Collection**	
1	Telephone collection system with automatic dialer that will:	
	allow user to input result of calls and calendar further action or steps required	
	track all calls made	
	measure efficiency per user	

C. GENERAL LEDGER

No.	Requirement	Statement of Compliance
I.	**General Requirements**	
A.	**General Features**	
1	**Multi-company and multi-organizational unit**	
2	**Dual-base currency / separate books - RBU/FATMD (Peso) and FCDU (US$)**	
3	**Multi-currency GL and SL**	
4	**Supervisor's override facility for specific transactions**	
5	**Facility for supervisor's confirmation of transactions prior to log-off from the system**	
6	**Real-time and online processing of specific transactions**	
7	**Online real time and batch interface to other systems for specific transactions**	
8	**Centralized set-up for transaction data entries for posting in the books of member units/ branches**	
B.	**Financial Accounting Features**	
1	**General Ledgers**	
2	**Multi-level Subsidiary Ledgers**	
3	**Income and cost allocation**	
4	**Disbursements / Manager's Check System**	
5	**Fixed Assets and depreciation**	
6	**Accounts Receivable and Accounts Payable**	
7	**Accrual, amortization and prepayment**	
8	**Revaluation**	
9	**Reciprocal (inter-office, inter-branch, inter-company) transactions**	

No.	Requirement	Statement of Compliance
10	**Reconciliation of reciprocal accounts**	
11	**Average Daily Balance (CASA, LOANS, & GL)**	
11.1	Month to Date (MTD), Year to Date (YTD) and by ranges	
C.	**Reporting Features**	
1	**Internal reports**	
2	**External reports**	
3	**Tax compliance monitoring**	
4	**Related party transactions reporting**	
5	**Audit trail (date, time, User ID, Override ID) for changes in the user-maintained parameters and for all posted transactions**	
6	**Retention of specific reports for 10 years**	
7	**Online viewing of specific reports up to previous 5 years**	
D.	**Management Information Features**	
1	**Profitability analysis (unit, product, project, etc. including client)**	
2	**Financial planning and budgeting**	
3	**Decision support analysis**	
4	**Significant variances monitoring**	
5	**Actual and projected bank's peso cashflow positions monitoring**	
6	**Actual and projected bank's foreign currency position monitoring**	
II.	**KEY FEATURES**	
A.	**Organizational Structure and Account Balances**	
1	**Multi-company/ multi-organizational units, such as:**	
1.1	Company	
1.2	Group	
1.3	Division	
1.4	Region	
1.5	Area	
1.6	Branch	
1.7	Department	
1.8	Section	
1.9	Unit	
1.1	Marketing Officer / Account Officer / Sales Officer	
1.11	Product	
1.12	Project	

No.	Requirement	Statement of Compliance
2	Parameter-driven. User can define and modify organizational structure	
B.	Accounting Cycle	
1	Calendar and fiscal accounting cycles	
2	Accounting cycle may vary per company	
3	Supports interim change in accounting cycle	
C.	Calendar	
1	Online facility for user to maintain regular national holidays, special, regional or local holidays	
2	Holiday processing for daily posting/ closing based on defined rules (e.g., no transactions allowed for unit on local holiday, etc.)	
D.	Books of Accounts	
1	Separate books for RBU and FCDU (GL and SL)	
2	Separate books for each company and booking unit	
3	User-definable/ flexible GL/SL structure	
4	Multi-level and unlimited SL (E.g., Level 1: Accounts Receivable (AR), Level 2: AR - Insurance, Level 3: AR - Insurance - Clients, Level 4: AR - Insurance - Clients - Name of Client)	
5	Facility to capture the original currency amount and exchange rate of transaction in the SL for revaluation and reporting purposes	
6	Facility to capture in the SL the particulars/ details of each debit/ credit transaction (maximum of 160 characters) of specific balance sheet, contingent, income and expense accounts (e.g., Accounts Receivable, Sundry Debits, Items Held for Safekeeping, Repairs & Maintenance - Motor Vehicles, etc.)	
7	Provides help function key in the transaction data entry that will display the required details of transaction per specific account (e.g., For Accounts Receivable - Clients - Insurance: Name of accountee, insurance company, policy number and period covered. For Accounts Receivable - Clients - RETR: Name of accountee, TCT number and period covered)	

No.	Requirement	Statement of Compliance
8	**Facility for user to tag specific balance sheet, contingent, income and expense accounts that will require transaction details in the SL and to maintain (add/ edit) the required details per account for the help function key in the transaction data entry**	
9	**Online viewing of GL/ SL with drill down facility (up to previous 5 years)**	
10	**Auto-reclassification of specific asset and liability accounts with negative balances from assets to liabilities or vice versa (e.g., Due From/To HO/Branches, Due From/To BSP, Due From/To Foreign Banks, Due From/To Local Banks, Accounts Receivable/ Payable)**	
11	**With balancing tools (E.g., zero-proofing, SLs equal GL, Assets equal Liabilities plus Capital, auto-adjustment of pre-defined account due to discrepancy from rounding off of revalued accounts for consolidated RBU and FCDU reports, etc.**	
12	**Auto-generation of exception report for specific reports with imbalances**	
E.	**Chart of Accounts**	
1	**Different/ unique chart of accounts for each company**	
2	**Differentiates posting and non-posting accounts:**	
2.1	GL account codes are controlling/ non-posting accounts	
2.2	SL account codes are posting accounts	
3	**Online facility for user to maintain (add, change, delete) chart of accounts for GL/ SL account codes and rules**	
3.1	Flexible/ definable account key	
3.2	Flexible/ definable account segment	
3.3	Validates each account key segment in relation to other segments	
3.4	Multi-level SL account codes	
3.5	Defines type of books (RBU or FCDU) where each GL/ SL account will be used	
3.6	Defines booking units that will be allowed to use each GL/ SL code	