



BANGKO SENTRAL NG PILIPINAS

OFFICE OF THE DEPUTY GOVERNOR
Monetary Stability Sector

MEMORANDUM No. M-2020-097

To : All Universal/Commercial Banks and Thrift Banks

Subject : Guidelines on the Submission of Quarterly Report on Appraised Commercial Properties (QRACP) for the Generation of the Commercial Property Price Index (CPPI)

Pursuant to Circular No. 1102, Series of 2020 dated 19 October 2020, the following guidelines on the submission of the QRACP shall be observed:

1. The QRACP reporting template can be downloaded from BSP website through this link: <https://www.bsp.gov.ph/Regulations/Issuances/2020/CPPIForm.xls>.
2. The submission schedule of the QRACP for the given reference period is seen in the table below:

Reference Period	Submission Deadline*	Revised Submission Deadline
Q1 2019		Not later than 19 Feb 2021
Q2 2019		
Q3 2019		
Q4 2019		
Q1 2020		12 Mar 2021
Q2 2020		5 Apr 2021
Q3 2020		23 Apr 2021
Q4 2020		14 May 2021
Q1 2021	11 Feb 2021	5 Jul 2021
Q2 2021	12 May 2021	4 Oct 2021
Q3 2021	11 Aug 2021	3 Dec 2021
Q4 2021	11 Feb 2022	3 Mar 2022
Q1 2022	12 May 2022	3 Jun 2022
Q2 2022	11 Aug 2022	5 Sep 2022

* 30 banking days after the reference period

The Q1 2019 - Q2 2022 QRACP shall be submitted on or before the revised submission deadline as agreed at the CPPI briefing on 18 November 2020. This extension in the submission deadline was provided as an operational relief for the banks amid the pandemic. In the event the submitted QRACP needs to be revised/corrected, following the review of the Department of Economic Statistics (DES), banks shall resubmit the revised/corrected QRACP within five (5) banking days from receipt of advice from the BSP.

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Acting Manager*, RMD

Administrative Services Department
*As per Office Order No. 00-2020-1115, dated 14 December 2020

3. Beginning Q3 2022, the submission of the DES-CPPI Form 1 (in excel format) and its scanned Certification Form, which has been duly notarized and signed by the authorized officials of the banks and saved as a Portable Document Format (PDF), shall follow the prescribed submission deadline indicated in said Circular.
4. The QRACP shall be electronically submitted to e-mail address: at esligdes@bsp.gov.ph. In the subject line of the email, the name of the bank and reference period should be indicated following the format below:

"CPPI<Bank name>, <Reference Period>, "e.g., "CPPI Bank One, Q1 2019"
5. The file name of QRACP shall follow the prescribed format below:

"Reference Quarter<QRACP><Bank Name>," e.g., "Q1 2019 QRACP Bank One"
6. Non-compliance with the reporting standards and failure to submit within the prescribed submission deadline shall be subject to monetary penalties applicable under Manual of Regulations for Banks.

For strict compliance.


FRANCISCO G. DAKILA, JR.
Deputy Governor

28 December 2020

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MA. KATRINA T. MOLINA
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*As per Office Order No. OC 2020-1515 dated 05 December 2020