

The Central Bank of The Bahamas

NOTICE

Re: Online Reporting and Information Management System

**Senior I Name, Email: Email Address
Licensee Name**

The **Central Bank of The Bahamas (the Bank)** is pleased to announce the “Go Live” for the Online Reporting and Information Management System (ORIMS) project. In this regard, we wish to apprise you of the following critical details/dates integral to this event.

SCOPE OF REPORTS IN ORIMS

The Table below sets out the list of the forms that have been developed in ORIMS, for submission by reporting institutions through the ORIMS Portal. The respective implementation dates are outlined in Appendix 1—after which the Bank will not accept returns outside of the Portal.

Form Names:	
1. Daily B\$ Position	4. ERS
2. Weekly Interim & Interest Rate	5. International Banking Statistics Survey – Semi-annual
3. Credit (Asset) Quality- Monthly	6. Annual Banking Survey (ABS)

IDENTIFICATION OF ADMINISTRATORS

Each reporting institution is required to confirm to the Bank the names and contact information for the persons who will serve as the Primary and Secondary Financial Reporting Administrators (FRAs) for ORIMS. These individuals will be managing their respective institutions’ user access to the system—in line with the Financial Reporting Officer(s) and IBS Officer roles/permissions outlined in the table outlined below.

	Edit Return Data	View Return	Clear/Delete Data	Upload Data	Submission	View Reports	Manage Users	View Documents
Financial Reporting Administrator (FRA)	√	√	√	√	√	√	√	√
Financial Reporting Officer (FRO)	√	√	√	√	√	√	OFF	√
IBS Officer (IBSO)	OFF	√	√	√	√	√	OFF	√

Please submit the requested information for the FRAs, in the format below, to: RegReports@centralbankbahamas.com by **Thursday April 2, 2015**.

FirstName	LastName	Email/UserName	Entity	Role**	Telephone (International)*	Telephone (Local)*
John	Dome	j.dome@cbt.com	Company Bank & Trust	Primary/Secondary FRA	011-222-2222	242-222-222

FAMILIARIZATION SESSIONS FOR THE ORIMS PORTAL

For the purpose of user orientation and testing, the Bank will be releasing the ORIMS portal test environment to licensees on **Wednesday, April 15, 2015**. The Bank will conduct the following familiarization sessions for licensees, as set out in the Table below.

Licensee Group	Session Date(s) and Times	
Authorized Dealers and Agents [Domestic Licensees]	Wednesday, April 1, 2015	10:00 a.m. - 12:00 noon
International Licensees	Wednesday, April 15, 2015	10:00 a.m. – 12: 30 p.m.
	Friday, April 17, 2015	11:00 a.m. - 12:30 p.m. (repeat session)
		2:00 p.m. – 3:30 p.m. (repeat session)

The sessions will be held in the Bank’s Training Room. Licensees are requested to confirm attendance of a maximum of three (3) individuals—inclusive of those persons who will be carrying out the Administrator’s role—by **Monday, March 30, 2015** for Domestic Licensees (as indicated under email sent on Friday, 27th March, 2015) and by **Thursday, 2nd April, 2015**, for all International Licensees.

LIVE REPORTING

The finalized versions of the **NEW** Guidance Notes for the Completion of the Regulatory Returns and the MS Excel file will be posted to the Bank’s website at www.centralbankbahamas.com, under: Bank Supervision → Regulatory Framework → Downloadable Forms → NEW ORIMS 2015. These documents will be available by **Thursday April 2, 2015**.

We cannot overemphasize the importance of the Bank receiving timely and accurate reports, which are critical to our oversight and regulation of the banking system. Therefore, we look forward to your usual cooperation in ensuring the smooth implementation of this revised reporting framework.

Please refer to Appendix 1, to guide your initial submissions through the ORIMS Portal. It covers details relative to form name, submission timeline, reporting frequency, and initial submission dates via the Portal.

HELP IS AVAILABLE

The Bank has established a user help desk, manned jointly by the Bank Supervision and Research Departments, to assist with any questions or issues encountered by licensees. Persons may contact us via email: orimshelp@centralbankbahamas.com. A dedicated help desk telephone line will also be available; contact information will be included in the ORIMS User Guide. Additional details about the help desk will be provided during the familiarization sessions and also posted to the Bank’s website.

March 31, 2015

Appendix 1

The Central Bank's Online Reporting Information Management System (ORIMS)

Reporting Schedule for Forms (Returns) to be submitted via ORIMS

Form Name:	Submission Timeline(s):	For period ending:	Initial Submission to ORIMS Portal
Daily B\$ Position	Within 2 days	April 8, 2015	April 13, 2015
Weekly Interim & Interest Rate	12 noon on Tuesdays	April 8, 2015	April 14, 2015
Credit (Asset) Quality	10 calendar days	March 31, 2015	April 13, 2015
ERS – Monthly & Quarterly	21 calendar days	March 31, 2015	April 23, 2015
ERS - Quarterly	21 calendar days	March 31, 2015	May 2, 2015*
International Banking Statistics Survey – Semi-annual	31 calendar days	June 30, 2015	July 31, 2015
Annual Banking Survey (ABS)	31 calendar days	December 31, 2015	January 29, 2016

*** Note that a 2-week extension is given to file the Quarterly ERS (International Licensees only), in recognition of the reporting change to the ORIMS Portal. For subsequent submissions, however, licensees are to adhere to the standard reporting timelines.**