



In accordance to the authorization granted by Article 35, paragraph 1, subparagraph 1.1, as well as Article 25, paragraph 1, subparagraph 1.2 of the Law on the Central Bank of Republic of Kosovo, the Board of the Central Bank of the Republic of Kosovo, in the meeting held on November 24, 2011 approved:

## **Regulation on Payment Instruments Statistics**

### **Article 1 Purpose**

Central Bank of the Republic of Kosovo in order to achieve its objectives compiles and publishes Payment Instruments Statistics. The purpose of the Regulation on Payment Instruments Statistics of (hereinafter "Regulation") is a report of statistics on payment instruments. Consequently, the regulation defines the reporters, statistical obligation of reporters, reporting period, statistical reports, and confidentiality.

### **Article 2 Definitions**

For the purpose of this Regulation:

- “CBK” – Central Bank of the Republic of Kosovo.
- “SPI” – Statistics of Payment Instruments.
- “Electronic payment instrument (EPI)” is the instrument that enables the holder to make payments electronically. This includes payment instruments such as remote access, and electronic money instruments.
- “Instrument of payments on paper” are payment orders ordered by the customer in paper form (transfer order, payment order, etc.)

— "Electronic payment" means payment transaction, by means of a card containing a magnetic tape, a microchip or an identification code, and used in an electronic payment terminal, a point of sale terminal (POS), etc, or through a bank application using electronic means of communication.

— "Cash payment" is transaction conducted in cash at a bank teller (either deposit or withdrawal).

— "Direct debit" is the payment instrument by which the customer authorizes the bank through the company to debit (withdraw) funds directly from bank account.

— "Bank card" is the electronic payment instrument, issued by a bank licensed to conduct banking transactions with defined in advance functions.

— "Phone / mobile banking" is a service that allows the holder to use the phone to perform various banking transactions, including the ability to make payment orders from a bank account.

— "E-banking" is a service that allows the holder to perform various banking transactions, including payment orders using the Internet.

— "Bank account" means any kind of account opened in a bank under a contract concluded between a client and the bank, whether current or other accounts and includes an account by a special relationship, created solely for the purpose of the implementation of a payment order.

— "Domestic transactions" means the transfer of funds from the payer to the beneficiary, when the payer and beneficiary have accounts in banks operating in Kosovo.

— "International transactions" means the transfer of funds from the payer to the recipient in two different banks where one of them operates in the country and is licensed by the CBK and the other in another state.

### **Article 3 Reporters**

Commercial banks periodically report to the CBK certain statistical reports. Based on Article 25, paragraph 1, subparagraph 1.2 of the Law on Central Bank of the Republic of Kosovo, all commercial banks are reporters.

CBK in certain specific cases may require additional statistical reports by commercial banks based on predefined formats. CBK informs in a written form and if necessary contacts the institutions that are included in the sample, for the modes of reporting.

#### **Article 4** **Statistical obligations of reporters**

Reporters are obliged to provide the information that CBK requires in order to compile the SPI at Kosovo level. Statistical information required should be available to CBK on the formats sent by CBK. In principle, CBK identifies individual institutions as reporting units.

For all reporters who do not meet the statistical requirements set forth in this Regulation, the Executive Board of the Central Bank of the Republic of Kosovo shall act in accordance with applicable law.

#### **Article 5** **Reporting period**

Statistical reports shall be submitted to CBK on regular periods, according to the time table below:

<u>Reports</u>	<u>Reporting deadline</u>
• Daily reports	t+1 (1 day after the reference period)
• Monthly reports	t+5 (5 days after the reference period)
• Quarterly reports	t+15 (15 days after the reference period)

Commercial banks' annual report includes summaries of quarterly reports. If the final statistics are not available within these deadlines, provisional (preliminary) data must be submitted to CBK, within the time specified by this Regulation. Any revision of statistics by the reporters should be reported back to the CBK, when identified.

#### **Article 6** **Statistical reports**

Commercial banks report to the CBK on a regular basis and in accordance with the terms specified in Article 5 of this Regulation. CBK throughout the *Reporting Methodology for Payment Instruments* defines in detail the statistical reports submitted to the CBK. Reporting guidelines contain detailed reporting forms and instructions on completing these forms. Statistical reports submitted to CBK are:

- Daily reports
  1. *Form 1–A. Report on cash on hand on commercial banks (50%), for monitoring the compulsory reserve;*

- Monthly reports

2. *Form 2–A. Report on bank’s deposits for monitoring the compulsory reserve)<sup>1</sup>;*

- Quarterly reports

3. *Form 13-A. Number of cards, terminals and accounts;*

4. *Form 13-B. Transactions by payment instrument;*

5. *Form 13-C. Transactions by type of terminals;*

6. *Form 13-D. Transactions by country;*

7. *Form 13-E. Cash transactions on cashier/ teller.*

### **Article 7** **Confidentiality**

In accordance with applicable law, the CBK respects confidentiality regarding individual data sent by the reporters, and uses those data only for statistical purposes, as defined in this Regulation.

### **Article 8** **Quality of information reported**

With the aim of increasing the quality of reported statistics, the CBK does monitoring and evaluation of the quality of data sent to CBK and take all measures it deems reasonable and necessary to ensure that the quality of data is based on defined statistical standards.

### **Article 9** **Entry into force**

This Regulation shall enter into force 15 days after approval by the Board of the Central Bank of the Republic of Kosovo.

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Gazmend LUBOTENI

Chairman of the Board of the Central Bank of the Republic of Kosovo

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<sup>1</sup> Statistics on cash (50% of cash) and bank’s deposits are reported daily directly by commercial banks to CBK (cash) and monthly (deposits). Statistical reports, Article 6. Form 1- A and 2-A.